

SGA Newsletter

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President's Column

By Susan Dick



Susan Dick

The Society of Georgia Archivists gathered in Decatur for its 33rd Annual Meeting from November 13 through the 15, 2003. More than 85 members attended this two-day event, whose theme was "Politics and the Archives." The festivities kicked off with a pre-conference workshop on Wednesday, November, 13, titled "Funding Resources and Grant Writing." Agnes Scott College hosted this event which introduced archivists to the variety of funding sources, both public and private, available for their institutions and projects. Many thanks to Sala Rhodes and Agnes Scott College for hosting this event.

The Annual Meeting began on Thursday at the DeKalb Historical Society at the Old Court House on the Square. Our keynote speaker was Senator George Hooks, Democrat from Americus. Senator Hooks is a long time

advocate for the preservation of history and he spoke to the assembled group about ways to talk with government officials to protect state funding for archival repositories and projects.

The remainder of the day was filled with enlightening sessions ranging from the Presidential Records Act: Policy, Privacy and Politics to the Politics of Processing: Advice for the Lone (and not-so-Lone) Arranger. The theme of the meeting was broad enough to encompass a range of topics to appeal to archivists employed in many different fields.

A lovely reception finished off Thursday evening and set the stage for the second annual Scholarship Auction. Gil Head, University Archivist at the University of Georgia, served as our auctioneer and entertainer for the event. Over \$800 was raised for the four scholarships. Thanks to all

who donated goods and participated in the auction.

The Annual Meeting was the success it was thanks to the hard work of the this year's program committee, chaired by Glenn Eskew, with Sara Saunders, and their committee members. Many thanks to Sue Ellen Owens and Francis Overcash at the DeKalb Historical Society for hosting the Thursday events. Thanks also to our vendors Hollinger Corp., Metal Edge, Digital Library of Georgia, Walter H. Hopkins Co., and Milner for their support. Many of our members were not able to join us in Decatur for this past year's meeting, but we hope to see you this year in Savannah! ❖

Contents

President's Column	1
Calendar of Events	3
Member News	3
Institutional Profile	4
Historical Records Grant Program	5
Membership Spotlight	5
Preservation News	6
Internet Corner	7
Washington Beat	7

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Specifics Regarding the SGA Newsletter

The Society of Georgia Archivists is a non-profit organization established to provide an effective means of communication and cooperation among all individuals employed in archives and manuscript repositories in the state; to promote the preservation and use of the manuscripts and archival resources of the state; to increase the knowledge of archival theories and practices; to encourage the publication of finding aids; and to cooperate with professionals in related disciplines.

The *SGA Newsletter* is issued four times a year. All subscriptions are for

the calendar year and are based on membership dues to the Society of Georgia Archivists.

Members of SGA and related associations are encouraged to send in announcements of jobs, workshops, conferences, or other information to share. Appropriate and newsworthy notices will be printed as space permits.

The *SGA Newsletter* invites advertisements for archival products and services as space permits and at the editor's discretion. Ads must be accompanied by a check made

payable to the Society of Georgia Archivists. Deadlines for submissions for articles and camera-ready advertisements are February 1, May 1, August 1, and October 1.

For article submission and advertisement rate information, please contact:

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Atlanta, GA 30303-2503

Telephone: 404-730-4001 ext. 209
Email: newsletter@soga.org ❖

Calendar of Events

Exhibitions

Jan. 10 - Mar. 7, 2003 - **Sequential Art: The Next Step II**, Tubman African American Museum, Macon

Through Mar. 16, 2003 - **Paris in the Age of Impressionism: Masterworks from the Musee d'Orsay**, High Museum of Art, Atlanta

Jan. 18 - Mar. 23, 2003 - **Visualizing the Blues: Images of the American South 1862-1999**, Georgia Museum of Art, Athens



Laura Botts

Jan. 18 - Mar. 23, 2003 - **There is No Eye: Photographs by John Cohen**, Georgia Museum of Art, Athens

Jan. 25 - Aug. 9, 2003 - **Land of Myth and**

Memory: Clarence John Laughlin and Photographers of the South, Folk Art and Photography Galleries of the High Museum of Art, Atlanta

Feb. 1 - May 26, 2003 - **A Voice of Their Own: Black Classical Music in Georgia**, Georgia Music Hall of Fame, Macon

Feb. 15 - May 11, 2003 - **Portraits of the Presidents from the National Portrait Gallery**, Jimmy Carter Library & Museum, Atlanta

Workshops and Training

Mar. 18, 2003 - **Preparacion Para Prevenir Desastres** (SOLINET workshop), San Juan, Puerto Rico

Mar. 18 & 19, 2003 - **Training Design & Delivery: SOLINET Trains Your Trainers** (SOLINET workshop), Jackson, MS

Mar. 19, 2003 - **Reference Resources for African-American Research** (SOLINET workshop), Tallahassee, FL

Mar. 25, 2003 - **General Cataloging Principles and Practices** (SOLINET workshop), Lake Charles, LA

Mar. 26, 2003 - **Interpreting MARC Record** (SOLINET workshop), Lake Charles, LA ❖

Member News

❖ Laura Botts has been appointed Archivist for the Popular Music Collection for Georgia State University Special Collections Department. She comes to Georgia State University from the Georgia Music Hall of Fame in Macon where she served as the archivist.

❖ Pam Hackbart-Dean is the new department head for Special Collections at Georgia State University. She joined the staff of GSU in 2000 as the labor archivist/director of the Southern Labor Archives.

This calendar includes exhibits and events at archival repositories and other institutions of interest to SGA members. Remember that schedules can and do change. Call ahead to confirm dates, times, fees, etc. Please send calendar items to Laura Botts, William Russell Pullen Library, 100 Decatur St. SE, Atlanta, GA 30303-3202. Email: liblmb@langate.gsu.edu

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Institutional Profile: DeKalb Historical Society

By Mandi D. Johnson

DeKalb Historical Society
101 East Court Square
Decatur, GA 30030
Telephone: 404-373-1088
Fax: 404-373-8287
Email: dhs@dekalbhistory.org
Website: www.dekalbhistory.org

The DeKalb Historical Society (DHS) is located in the Old Courthouse on the Square in downtown Decatur. The DeKalb Historical Society was formed in 1947 as a non-profit organization. Their mission is to collect, preserve and share the history of DeKalb County, Georgia. The DHS is one of the largest county-based historical societies in Georgia.

The archives of the DeKalb Historical Society include a 1,500 volume library, early maps and photographs, an oral history collection, and more than 100

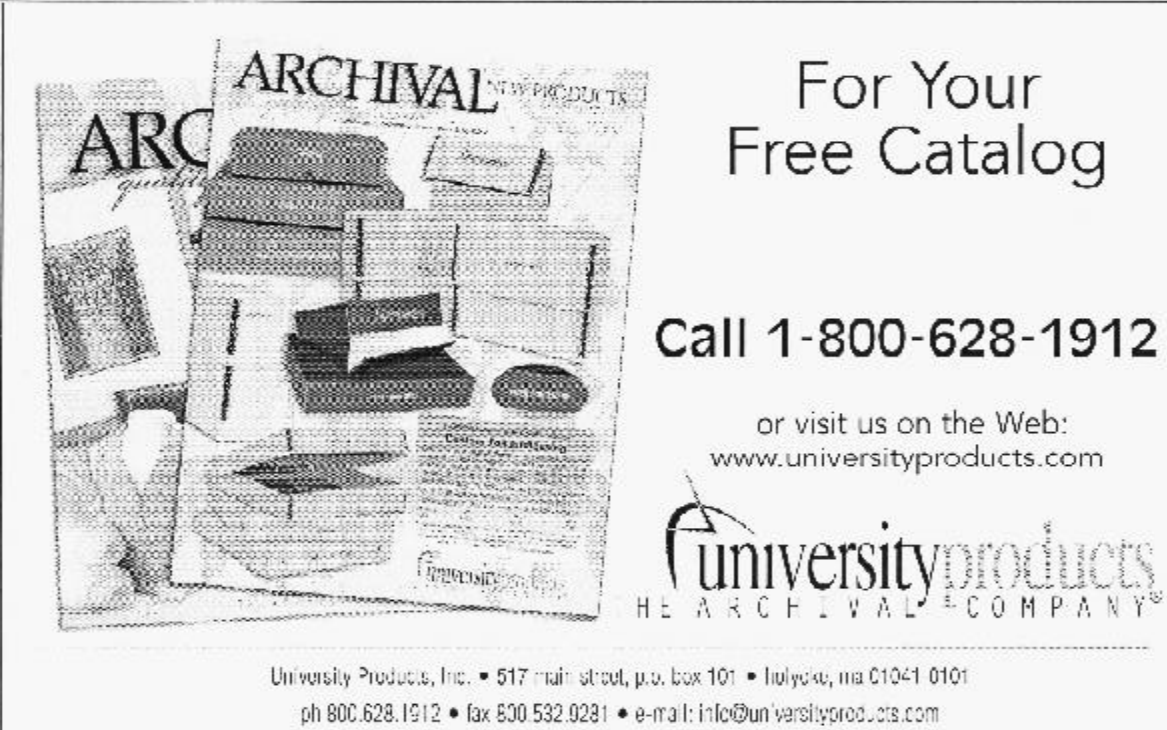
collections of original personal papers, organizational and church records, and some official county records. In addition to books about the county, church histories, and published family histories, the library collection contains genealogy guides, histories of the State of Georgia and other Georgia counties as well as some Atlanta City Directories for 1887-1991. The Biographical Files collection contains genealogical information on many DeKalb families. The DHS also has census information for the county from 1830-1920 and files on most cemeteries in DeKalb County.

In addition to the archives, the DeKalb Historical Society operates a museum and several historical sites. The Jim Cherry Museum, named for a former DHS President and Director, is located in one wing of the Old Courthouse. This six-room museum displays items and artifacts representative of DeKalb's history

for the last 180 years. The museum features four permanent exhibits, "DeKalb: The First Hundred Years," "Johnny Reb and Billy Yank: The Life of the Common Soldier," "DeKalb at War," and "DeKalb Then and Now." The historic buildings maintained by the DHS are located on West Trinity Street in Decatur. The complex includes three pre-Civil War structures: the Benjamin Swanton House and two log cabins. The DHS also sponsors a variety of public outreach programs, such as historic tours, a summer history camp for elementary school-aged children, and a series of monthly public events.

The DHS has a staff of four: a director, an archivist, a marketing manager and a part-time administrative employee. Although there is only one archivist, the archives has interns and volunteers who help out on a regular basis. The DHS receives between 400 and

See Institutional Profile on page 5



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Historical Records Grant Program 2003

Secretary of State Cathy Cox is pleased to announce the Georgia Historical Records Advisory Board's (GHRAB) Historical Records Grant Program for 2003. The program is designed to promote preservation of and access to historical documents and advance the use of technology in Georgia's repositories and local government offices.

Eligible Organizations

Organizations that care for historical records and provide public access to those records on a regularly scheduled basis, including local government offices, historical societies, libraries, museums, and similar organizations.

Grant Periods & Deadlines

Grant periods are 12 months and projects begin October 1, 2003. Application Deadline is July 15, 2003. The required site visit by GHRAB grant staff must be completed before June 14, 2003.

Grant staff will review preliminary draft applications if submitted by July 1, 2003.

Grant Amounts

Grants will be awarded up to \$5,000 for one organization, up to \$10,000 for a cooperative project. Grants of

\$10,000 or more may be considered depending on fund availability. Applicants must provide a 25% cash or in-kind match of the grant request. Grant requests over \$5,000 will require a portion of the match to be cash.

See Grant Program on page 6

Institutional Profile from page 4

500 reference requests a year. While the majority of their patrons are conducting genealogical research, many other requests come from students or others researching DeKalb County.

The Old Courthouse on the Square provides spaces for the archives and museum, as well as rental facilities for meetings and special events. All funds made through facility rentals and membership directly support the preservation of DeKalb's history and the Old

Courthouse on the Square. The DeKalb Historical Society was the site for the 2002 SGA annual meeting in November.

The DHS office and museum are open Monday - Friday from 9 am to 4 pm. There is no charge for entrance to the museum. The archives is open Tuesday - Friday from 9 am to 12 pm and 1 pm to 4 pm. Members of the DeKalb Historical Society may access the archives free of charge; there is a small fee for non-members. For more information, contact Frances Overcash, Archivist. ❖

Membership Spotlight : Frances R. Overcash

By Sheila McAlister

NAME: Frances R. Overcash
SGA MEMBER SINCE: 2002



Frances Overcash

VITAE: M.S. in Library and Information Science, Simmons College (1996); B.A., Davidson College (1991)

Archivist, DeKalb Historical Society (2001-present); Project Archivist, Georgia State University (2001); Hospital Archivist, Children's Hospital Boston (1997-2000); Project Archivist & Project Manager, Harvard Medical School (1997); Project Archivist, MIT Museum (1995-98); Archives Assistant, Massachusetts

Supreme Judicial Court Archives (1995-97); Archives Technician, Simmons College Archives (1994-95)

JOB DESCRIPTION: As the lone archivist at the Historical Society, I am responsible for all aspects of the archives program. This includes dealing with donors, accessioning and processing collections, answering reference requests, handling preservation issues, creating new exhibits and acting as museum curator, supervising interns and volunteers, grant writing and fund raising, managing our website, working on

outreach within the community and a myriad of other activities.

MOST ENJOYABLE ASPECT OF YOUR JOB: I enjoy being in a one-person shop because, although it can be extremely hectic and challenging, I can do a bit of everything, from dealing with donors and patrons to working on collections to creating exhibits to writing grants. Every day is different, and I am always learning something new. I also enjoy working with our interns and volunteers who bring fresh ideas and a new perspective to the job.

FAVORITE PASTIME: hiking, gardening, painting and reading. ❖

Preservation News : Grants and Awards

By Christine Wiseman

There are a number of grants and awards programs that specifically fund the conservation and preservation of library and archival collections. Grants are an invaluable source of funding to supplement struggling preservation budgets by supporting special projects and consulting. Most grants are federally or state funded, but there are also potential opportunities through private organization and corporate foundations. Directly below are a few selected resources for more information on public funding sources for preservation:

- Heritage Preservation
www.heritagepreservation.org
- Institute of Museum and Library Services (IMLS)
www.ims.gov
- National Endowment for the Humanities (NEH)
www.neh.gov



Christine Wiseman

■ National Historical Publications and Records Commission (NHPRC)
www.archives.gov/nhprc_and_other_grants/index.html

2002-03 NEH Preservation Assistance Grant Recipients

In 2000 the National Endowment for the Humanities (NEH) began awarding small preservation grants to help libraries, archives, museums, and historical organizations enhance their capacity to preserve their humanities collections. Applicants may receive support for general preservation assessments or consultations with preservation professionals to develop a specific plan for addressing an identified problem. Awards also support attendance at preservation training workshops and purchase of basic preservation supplies, equipment, and storage furniture.

A number of southeastern institutions were among the 2002-2003 recipients. Preservation Assistance Grants are awarded annually. Beginning with the 2003-04 cycle the deadline has been changed to May 15, 2003 for projects slated to begin in January 2004. See the NEH website (www.neh.gov) for more information and for grant guidelines.

Paul Banks and Carolyn Harris Preservation Award

ALA recently issued a call for nominations for the Association for Library Collections & Technical Services (ALCTS) Paul Banks and Carolyn Harris Preservation Award. The award was established to honor the memory of Paul Banks and Carolyn Harris, early leaders in

Preservation News is a quarterly column intended to disseminate timely and newsworthy information about library and archives preservation. Priority is given to items of particular interest to archivists and librarians in the Southeastern U.S. Topics include training opportunities, new publications and services, and information on funding sources and grant deadlines. Please submit your preservation news to Christine Wiseman at 404-656-3554, or cwiseman@sos.state.ga.us.

library preservation. The award, \$1,500, and a citation, sponsored by Preservation Technologies, L.P., is given to a professional preservation specialist who has been active in the field of preservation and/or conservation for library and/or archival materials. Winners will be chosen based upon: leadership in professional associations at local, state, regional or national levels; contributions to the development, application or utilization of new or improved methods, techniques and routines; significant contribution to professional literature; evidence of studies or research in preservation; and training and mentoring in the field of preservation.

Send nominations, with a formal statement of nomination, a brief rationale for the nomination, and a resume or narrative career outline by December 1, 2003 to: Wes Boomgaarden, Ohio State University Libraries, Preservation Office, 1858 Neil Ave. Mall, Columbus, OH 43210-1286, 614/292-7859 fax, boomgaarden.1@osu.edu. ❖

Grant Program from page 5

Types Of Projects

Projects may include but are not limited to inventories of collections, establishing records management programs, arrangement and description of materials, microfilming or using information technology to provide for the management and long-term accessibility of records.

Application Process

Attend an application seminar, schedule a site visit (required), and complete an application. For more information, contact Elizabeth Aloï Barr at 404 656-2362 or ebarr@sos.state.ga.us. ❖

Internet Corner : Reaching Out to Homeschoolers

Comments and suggestions about the Internet Corner can be directed to Pamela Coleman at Webmaster@soga.org

By Pamela Coleman

Forging partnerships between your institution and the local schools may be difficult at times, but at least you know how to get in contact with them. Home schools are more tricky to find, and consequently, to reach out to. How do you find them? What types of curricula are they following? How can you help them in their studies?

Parents who home school always welcome new ideas for field trips and "hands-on" learning

opportunities for their children. In partnership with the parents, archives can open up the world of history in a way that history books cannot.

Seeing, reading and touching original records and artifacts bring history to life, and may spark a life long interest in history (and is a great way to tap into a pool of potential future archivists!)

Other ideas include posting notices at your local library (and branches) or getting your events in the local newspaper. Devote a section of your website to home schools, informing parents of what they might find at your place. Write an article or submit events to a local parent magazine (such as *Atlanta Parents*).



Pamela Coleman

You could even use the web to search for local home schooling support groups in order to offer your services.

Here are some sites to help institutions learn more about home schooling in Georgia and to reach out to parents and children learning at home.

Georgia State Board of Education: Curriculum

<http://www.doe.k12.ga.us/sla/curriculum/curriculum.html>

In order to reach out to educators, we need to understand what is being taught at various levels. Remember that in Georgia, history is taught under the broader heading of

See Internet Corner on page 8

Washington Beat

By Jim Cross

SOUND RECORDINGS

SELECTED: On January 27, 2003, Librarian of Congress James H. Billington announced the first annual selection of 50 recordings

to the National Recording Registry. Under the terms of the National Recording Preservation Act of 2000, the Librarian is responsible for selecting recordings annually that are "culturally, historically, or aesthetically significant." Registry recordings must be at least 10 years old. Nominations for the registry were garnered from members of the public and from the National Recording Preservation Board, which is composed of leaders in the fields of music, recorded sound, and preservation. For more information,



Jim Cross

visit <http://www.loc.gov/rr/record/nrpb/>

SATELLITE IMAGES

RELEASED: The National Archives announced the release of 48,000 recently declassified high-

resolution satellite images on October 9, 2002. There are 19,000 images from the KH-7 surveillance missions undertaken in 1963-1967, and 29,000 images from the KH-9 mapping missions flown in 1973-1980. The KH-7 missions include images of Soviet and Chinese nuclear installations and missile sites, while the KH-9 missions cover 104 million square nautical miles.

NEW E-MAIL ARCHIVING GUIDELINES: On September 30, 2002 the National Archives promulgated new

guidelines for archiving e-mail and message attachments. The new guidelines allow the use of a standard markup language or the e-mail program's native format, in addition to ASCII text.

See Washington Beat on page 8

Washington Beat reports on federal legislation and agency initiatives and actions of interest to archivists. Resources used to write the column include "Washington Update" from NCC; THOMAS, the Library of Congress' federal legislation database; The Federal Register; Peter Kurilecz's "Records and Archives in the News;" press releases from federal agencies, including the National Archives and the Library of Congress; and postings from the Archives & Archivists Listserv.

Internet Corner *from page 7*

"Social Studies." This site provides information on course descriptions, textbooks being used, the Georgia Quality Core Curriculum (QCC) standards, lesson plans, subject areas, and contact information for the State Board of Education.

Georgia Home Education Association

<http://www.ghea.org/>

The Georgia Home Education Association is a network of home education support groups dedicated to observing the Biblical commands for parents to train their children. The Association will serve and assist any home schooling family or support group in Georgia. However, GHEA is a Christian organization and the counsel and direction of the organization will be Christian. The site offers informational resources, event information, and related links. Organizations can submit their events or links to information on their sites for use by home school students.

Home Education Information Resource

<http://www.heir.org/>

This is a non-partisan, non-sectarian, volunteer-only organization devoted to providing information about

home schooling in Georgia. The site provides links to Georgia laws and related issues that affect the home schooling community, such as curfews, colleges, and how to get started. You can join their email listserv, as well as share classes, activities, and events on their email newsletter, *GaHeirWaves*. ❖

Washington Beat *from page 7*

NEW COLLECTION FOR AMERICAN FOLKLIFE CENTER: On October 30, 2002 the Library of Congress announced that the Center had acquired the Aaron Ziegelman Foundation Collection, which consists of film, letters, maps, photographs and other material documenting everyday life in Lubomi, a Jewish shtetl located 200 miles southeast of Warsaw in what was then Poland but is now the Ukraine. The community was destroyed during World War II. Aaron Ziegelman, a native of Lubomi who immigrated to the United States in 1938 and became a successful businessman, began collecting material to preserve the memory of the town in 1994. To date a traveling exhibition, a book, and a documentary film have been developed from the Collection. ❖



Society of Georgia Archivists

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