

SGA Newsletter

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Spring 2003

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Visiting Archivist Discovers She's Not in Kansas Anymore

By Susan G. Broome

Head of Special Collections

Mercer University, Macon, GA

Visiting Archivist, May-July 2002

Philippine Baptist Theological Seminary, Baguio

I had been to the Philippines before, but that was thirty-five years ago. I was a teenager then, and this time I was a visiting archivist. My destination was a Baptist seminary in Baguio, located a full day's travel north of Manila. The trip was punctuated with starts and stops and ended on a narrow, bumpy, winding road up a mountain.

While memories of my earlier experience were remarkably keen, there were many aspects of living and working there for three months that I could not take into account when planning for the trip. I could get digital film processed in one hour there, but could not locate a zip disk for purchase. Water was frequently rationed at the end of the dry spell, yet during the rainy season a dehumidifier drew three gallons of water from the air in my apartment each day. Opened or closed windows provided heating and cooling. Radio entertainment meandered from the Bee Gees to Perry Como to the Dixie Chicks to the Kingston Trio. Life was different, and though I've never been to Kansas, I knew I wasn't in Kansas anymore!

What would my computer be like? What software options were there? Were the disk drives adequate for the information needing to be downloaded? Who made computer repairs? Were floppy disks readily available?

What speed and quality was the printer? Were toner refills available? What size and color



(l-r) Susan Broome and Beth Agwayaway

options of paper were accessible? How was paper in the printer affected by high humidity?

Were there both letter and legal folders in stock? Could I request a

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Society of Georgia Archivists:

*Preserving the past
and the present for the future*

SGA membership entitles you to

- Publications such as *SGA Newsletter* and *Provenance*, the journal of the Society of Georgia Archivists;
- Reduced rates for society sponsored workshops and activities, such as the annual meeting in the fall;
- An annual directory of members;
- Nominating and voting rights governing the election of Board members and approval of major policy initiatives.

Membership is based on the calendar year. Dues received prior to Oct. 31 will be applied to that calendar year; dues received after Oct. 31 will be for the next calendar year.

For a membership application, visit the Society of Georgia Archivists website at www.soga.org/members.html, contact Administrative Assistant Linda Davis at (404) 687-4615 or admin@soga.org, or contact Vice President/President-Elect Kayla Barrett vicepresident@soga.org.

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 Feb. 1, May 1, August 1, and October 1.

For article submission and advertisement rate information, please contact:

Lamonica Jenkins Sanford
Auburn Avenue Research Library
101 Auburn Ave. NE
Atlanta, GA 30303-2503

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

President's Column

Greetings, Salutations, and Welcome to an Exciting and Challenging 2003! It is my 2003 "New Year's Wish" that the members of SGA take up the challenge of advocacy and activism in this economic climate of budget cuts, RIFs, and reduction in services. As individuals and as a group, we must meet the challenge of delivering superb service to our clients while also serving as fundraiser, public relations bureau, and political advocate. As a team, I believe we can meet that challenge. Will you help?

Communication will be the "watchword" for this year. If you have not joined the SGA listserv, please do so today. The list is an inexpensive yet effective means for SGA members to communicate with each other in a timely manner. As SGA President, I will be sending periodic updates/messages to list members to ask for support, advice, or opinions. Please let your voice be heard!

Most of you will remember completing the multi-page membership survey. The results have just been tabulated and will be shared with the SGA Board and Committees. This survey will be used to generate workshops, programs and new initiatives for SGA members. To those of you who toiled through this survey - many, many thanks! I hope you will be able to see the results of your labors.

The Education, Membership, Scholarship and Annual Meeting Committees are hard at work to bring you quality workshops and member services this year. If you have comments or ideas - or want to volunteer - please contact the Chair of the particular committee. We would be delighted to have your participation!



President's Column

Nancy Davis Bray may be reached at president@soga.org

Successful leadership builds on the strengths and accomplishments of preceding leaders. The 2003 Executive Board salutes Past President Susan Dick and the 2002 Board for its progressive leadership. The spring workshop on copyright drew rave reviews; the fall workshop on grants and funding garnered appreciation from participants; and the annual meeting, "Politics and the Archives," generated much discussion between presenters and participants.

Please help us make our organization the best it has ever been. I look forward to working with each of you this year. ❖

Georgia News

Emory University

The Special Collections and Archives of Emory University has acquired the literary papers of Anthony Hecht, considered by many to be one of the finest contemporary American poets. The papers will be available for research after arrangement and description is complete, projected to be by December, 2003.

Atlanta History Center

The Atlanta History Center has opened the James G. Kenan Research Center at McElreath Hall, an expanded library and archival repository focusing on urban Atlanta and Southern regional history.

With more than 3.5 million items, the holdings contain resources for the study of Atlanta and Southern regional history and culture, including 33,000 volumes; a visual collection of 1.5 million historic photographs, prints, maps and architectural drawings; and nearly 1,000 cataloged manuscript collections comprised of business records, private papers, documents, newspapers and microfilm. ❖

Mapping Women's Archives Project

The Women and Leadership Archives at Loyola University Chicago invites you to publicize your collections relating to women in the *Mapping Women's Archives Project Directory* that is available on its website. To fill out an online submission form, to update an existing submission, or to view and search the *Directory*, please visit the following website: <http://www.luc.edu/orgs/gannon/archives/donordirectory.html>

Scholarships

Edward Weldon Scholarship

The Edward Weldon Scholarship will provide the registration fee for an SGA member to attend the Society of American Archivists (SAA) annual meeting.

The Edward Weldon Scholarship was established in 2000, to recognize Ed's leadership in furthering the preservation and access of Georgia's historical records. He was instrumental in helping to establish the Society of Georgia Archivists and served as its first President. Directing the activities of the Georgia Department of Archives and History from 1982-2000, Ed was the first Georgian to serve as President of the Society of American Archivists. He was also the moving force behind the establishment of the Georgia

Scholarship News is submitted by Sheila McAlister. She can be reached at scholarships@soga.org

Historical Records Advisory Board, whose grants have helped to carry out many worthy initiatives.

Individuals eligible to compete for the scholarship must be members of SGA (as of February 1 of the current year) and residents of the State of Georgia. Preference will be given to applicants who do not have access to institutional support for attending the Society of American Archivists' annual meeting.

The SGA Scholarship Committee will review the applications received by the May 15 deadline. The Committee Chair will notify the successful

applicant by June 5. The scholarship winner is then responsible for submitting their SAA meeting registration by July 1 (registration deadline for early SAA registration). The scholarship covers only the registration fee, the recipient is responsible for covering any costs associated with travel and accommodations. After the SAA meeting, the applicant will submit their SAA registration receipt to the SGA Treasurer for reimbursement.

To apply for the Edward Weldon Scholarship, please fill out the online application form located at <http://www.soga.org/scholarships/ewsa.html>, and attach a cover letter giving compelling reasons why the applicant should be awarded the

See Scholarships on page 8

Membership Spotlight



NAME: Andy Phrydas

SGA MEMBER SINCE: 1985

VITAE:

B.A. Presbyterian College (1969)
U.S.M.C., Infantry, Vietnam Service (1969-1971)
State of Georgia Government Service (1983 - Present)
Georgia Division Archives and History (1985 - Present)

JOB DESCRIPTION: Archivist, Military Records Specialist—Referencing military and land records for public researchers both on site and via the mail and telephone.

MOST ENJOYABLE ASPECT OF YOUR JOB:

I like finding a record that is either "lost" or seldom requested. I enjoy helping researchers find the missing pieces in their puzzle.

FAVORITE PASTIME:

Reading military histories, collecting most anything old from junk shops, especially coins, artifacts, and books and long walks in autumn.

COMMENTS ON WORK OR PROFESSION:

An archivist works best when unfettered and free to research a task to solve a research problem. Records are not "lost", they are either misplaced or inadequately described and therefore, require more time to locate them. Deadlines for research can be detrimental, for they may foster misinformation or encourage incomplete results and shoddy work. ❖



Membership Spotlight

is submitted by Sheila McAlister. She can be reached at mcalists@libris.libs.uga.edu

Calendar of Events

EXHIBITIONS

February - December 2003 - **AFRICultures: Mali, Ivory Coast, and Ghana**, Albany Museum of Art, Albany

February 1 - May 4, 2003 - **Microbes: Invisible Invaders...Amazing Allies**, SciTrek, the Science and Technology Museum of Atlanta, Atlanta

February 1 - June 1, 2003 - **The Atmosphere of Performance: Ballet Photographs by George Platt Lynes**, Michael C. Carlos Museum, Atlanta

February - October 2003 - **50 years of women at Georgia Tech** Neely Lobby of the Library and Information Center at Georgia Tech, Atlanta, GA

March 1 - May 18, 2003 - **Walking the Log: Memories of a Southern Childhood: Paintings by Bessie Nickens**; March 9 - May 25, 2003 - **Jewels of Time: Watches from the Munson-Williams-Proctor Arts Institute**; June 18 - August 17, 2003 - **American Anthem: Highlights from the**

American Folk Art Museum, Telfair Museum of Art, Savannah

March 21 - May 11, 2003 - **50 Years of Television in Macon**, Museum of Arts and Sciences, Macon

March 17 - August 31, 2003 - **Every Picture Tells a Story: Teaching Tolerance Through Children's Literature**, William Breman Jewish Heritage Museum, Atlanta, GA

May 8 - August 10, 2003 - **Walter O. Evans Collection of African America Art**, Morris Museum of Art, Augusta

May 10, 2003 - December 15, 2003 - **Confederate Currency: The Color Money**, Martin Luther King Jr National Historic Site, Atlanta, GA

May 17 - July 6, 2003 - **The Weaving Room: The History of Weaving at Berry College**, Martha and Eugene Odum Gallery of



Calendar of Events

is submitted by Wesley Chenault. He can be reached at wjchenault@akamail.com Call ahead to confirm dates, times, and fees.

Decorative Arts at the Georgia Museum of Art, Athens, GA

WORKSHOPS AND TRAINING

May 9, 2003 - **Copyright Law in the Digital Age** (SOLINET workshop), Atlanta

May 14, 2003 - **Basic HTML** (SOLINET workshop), Atlanta

May 14, 2003 - **Marketing on a Shoestring** (SOLINET workshop), Tampa, FL

EVENTS

April 30, 2003 - **Georgia Archives** opens new building and resumes all services, Morrow ❖

Member News

Karen Jefferson

The 2003 James Partridge Outstanding African American Information Professional Award was given to Ms. Karen Jefferson, Head of Archives and Special Collections at the Atlanta University Center. Jefferson received the award at the sixth annual Celebration of African Americans in the Information Profession sponsored by the University of Maryland's College of Information Studies.

Jefferson is an archivist/librarian whose work has included management, acquisitions, processing, reference service, outreach and grantsmanship in support of African American initiatives in the academic and scholarly community and the general

public. Jefferson is currently responsible for planning and program development for Archives and Special Collections at the AUC for all types of materials. Jefferson also manages university archives for four AUC schools. Jefferson has also worked as African American Studies Archivist/Bibliographer at Duke University, as Program Officer, Division of Preservation and Access, National Endowment for the Humanities, and as Manuscript Librarian/Curator of Manuscripts, Moorland-Spangarn Research Center, Howard University.

Julia Marks Young

Julia Marks Young has joined the General Libraries of Emory University as Director of Development for Libraries and

Information Technology. Formerly she served as Head of the Special Collections Department at Georgia State University. ❖

For news about upcoming events, employment and continuing education opportunities, meetings, and other membership information, visit the SGA Website at www.soga.org

Institutional Profile

Auburn Avenue Research Library
101 Auburn Avenue, NE
Atlanta, GA 30303
(404) 730-4001
www.af.public.lib.ga.us

The Auburn Avenue Research Library on African-American Culture and History (AARL) is located across from the historic Atlanta Life Insurance Company, next door to the Apex Museum, and at the gateway to the African-American business community along the Auburn Avenue historic corridor. Although 1994 was the official opening of the AARL, the nucleus of the collection was established in 1934 as the Negro History Collection of Non-Circulating Books when the Carnegie Library System, and the subsequent Atlanta Public Library System, was segregated.

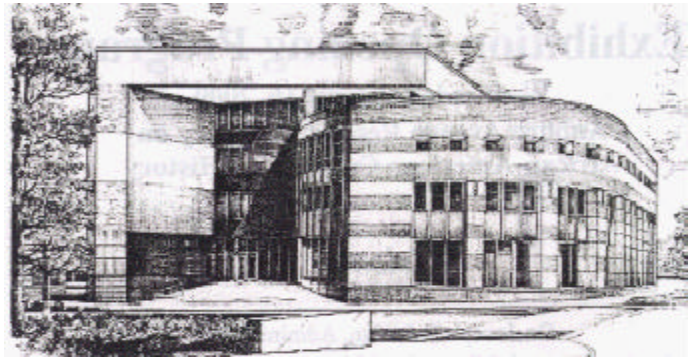
Auburn Avenue Research Library was founded to answer the need for research in various fields dealing with African-American culture and history, particularly in the U.S. South and Southeast. Especially vital issues are the civil rights movement, slavery in the south, and the interconnection between cultures of the African diaspora. The Archives was established to sustain research and to house the papers, collections, memorabilia, ephemera and oral histories of persons and institutions unique to Atlanta, Georgia and the Southeast.

The four-story facility of the AARL is approximately 50,000 square feet. The two-floor Archives Division is 6,000 square feet with 8,000 linear feet of shelving.

Climate controlled stacks areas are located on both the second and third floors. The Division encompasses over 3,000 rare books; pamphlets and periodicals; nearly 250 manuscript collections in paper and microform format; over 500 audiocassette and videocassette tapes; thousands of negative prints and photographs; and over 200 print and non-print materials.

The AARL Archive's major collection areas include Rare Books, Archives and Manuscripts, Fine Art and Artifacts, Ephemeral, Oral History, Photographs and Prints, Rare Newspapers and Periodicals. These collections reflect research interest areas dealing with African-American culture and history: slavery, the Civil War, emancipation, reconstruction, civil rights era, voting rights and domestic workers rights, business, Atlanta personalities and families and communities. Containing nearly 3,500 items, the Ephemera

Collection frequently provides the only source of information available to researchers on special requested topics. An extensive microfilm collection of Archives and



Courtesy Auburn Avenue Research Library

Manuscripts allows patrons to research pertinent collections in other repositories.

The Archives Division consists of one archivist, one research library archivist, one senior librarian, three library associates, and one Urban League volunteer. They routinely assist college students from the many area colleges and universities working on research papers, or Masters and PhD degrees. Other main patrons include independent researchers and researchers representing local and national institutions preparing publications, exhibits, documentaries for public television, commissioned art work, centennial histories, presentations for major national awards programs; international researchers, and internationally acclaimed scholars.

The Archives Division keeps the same hours of operation for the public as the other Divisions of the Library, Monday through Thursday from 10:00 am to 8:00 pm, and Friday through Sunday from 12:00 pm to 6:00 pm.

Appointments are recommended for patrons doing serious research, or research with collections that are specialized. Patrons of any age can use the collections, younger patrons

See Institution on page 11



Institutional Profile

is submitted by Mandi D. Johnson. She can be reached at mjohnson@georgiahistory.com

Preservation News

New Preservation Information from SOLINET

The long-anticipated Spanish translation of Dr. Michael Trinkley's *Hurricane! Surviving the Big One* has been published online. Like the English version, the guide focuses on surviving a hurricane through appropriate planning. Sections include hurricane-resistant building design, retrofitting structures to improve survivability, necessary supplies, and actions to take before, during, and after a storm. *¡Huracan!* is a revised translation of the 1998 edition of *Hurricane!* with a new introduction by Hilda Abreu de Utermohlen, M.Sc. Conservadora, Centro Cultural Eduardo León Jimenes Santiago, República Dominicana, and an appendix with information specific to Caribbean building structures by Maria

Gonzalez, who has 23 years' experience with two major construction companies and is a second-year doctoral student in the School of Information at the University of Texas at Austin with a specialization in Preservation Administration. To see the full text of *¡Huracan!*, go to http://www.solinet.net/preservation/huracan.cfm?doc_id=808.

Preservation Services has added two new topics to its list of workshops, *Basic Collections Care* and *Digital Preservation: Ensuring Access to Electronic Resources*. Basic Collections Care provides an introduction to the care and repair



Preservation News

is submitted by Tina Mason, standing in for Christine Wiseman. She can be reached at tmason@solinet.net

of public library and school media center collections focusing on preventative measures to reduce damage and simple repairs to mend books once they are damaged. Digital Preservation: Ensuring Access to Electronic Resources is designed for information professionals with responsibility for providing long-term access to digital resources and covers the concepts and challenges of preserving digital information. For more information including full

See Preservation News on page 12

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Internet Corner



Internet Corner

is submitted by Pamela Coleman. She can be reached at pcoleman@sos.state.ga.us

As if they weren't busy enough, the staff of the Georgia Tech Archives is in the middle of a digitization project. The 300 photographs currently available online represent a small selection of the photographs in the Visual Arts Collection.

"Most of the photographs date from the 1940s to the 1960s, although there are some from the 1920s," said Jody Lloyd Thompson, Visual Arts Archivist. Visitors can browse the collection or search by keyword, photographer, year, Visual Arts number, description, or subject title. To browse the collection, the visitor clicks on "Search," and the completed images with their descriptions appear. When completed, there will be over 4000 photographs online.

Spotlight: Georgia Tech Photograph Collection
<http://video.library.gatech.edu/gtpcfiles/gtpc.html>



Tech Tower prior to 1892. Courtesy Georgia Tech Archives

The photographs in this collection are a cross-representation of different departments across campus. More photographs appear in specific collections of departments, such as the Athletic Department.

"The project began in March 2002, and we anticipate finishing this year," said Anne Salter, Head of Special

See Internet Corner on page 11

Scholarships *from page 4*

scholarship, and one letter of recommendation from a supervisor or instructor. Applications must be postmarked on or before May 15. For more information regarding scholarships, please contact: Sheila McAlister, SGA Scholarship Committee, Digital Library of Georgia, University of Georgia Libraries, Athens, GA 30602-1641 or email at scholarships@soga.org



Jean Turn Receives Hart Scholarship

The Society of Georgia Archivists is pleased to announce the recipient of the 2003 Carroll Hart Scholarship, Jean Turn of the Clay County Library. As recipient of the scholarship, Turn will have her tuition for the Georgia

Archives Institute paid by SGA and receive a complimentary membership in the Society for 2004.

Turn received her MLS from Florida State University in 1999 and maintains the genealogical materials at the library. The citizens of Clay County are interested in establishing an archives, and Turn, the only librarian in the county, is playing a key role in its development.

According to Frances Messer, the Director of the Kinchafoonee Regional Library System, Turn is "a very dedicated professional who is doing a great job in providing library services for all the citizens of Clay County. She is the type of individual who goes 'the extra mile' for each project for the library." Turn will report on her experiences at the Institute in the Fall 2003 newsletter.

Each year, the Society awards the Hart Scholarship, named for Carroll Hart, former Director of the Georgia Department of Archives and History, to one individual. The Institute, now in its 36th year, offers a foundation in archival administration and management of traditional and modern documentary materials.

Sponsored by the Georgia Department of Archives and History, the Jimmy Carter Library, and the Atlanta Regional Consortium for Higher Education, the Institute will cover acquisition, appraisal, arrangement, description, reference, and legal and administrative issues as well as preservation. Additionally, each student will undertake a short practicum at a local repository. ❖

Washington Beat

KENNEDY TAPES RELEASED: On January 22, 2003 the John F. Kennedy Library opened for research use over 15.5 hours of recordings that cover the period from December 6, 1962 to February 2, 1963. The tapes include conversations and meetings that covered such topics as the economy and its possible effect on the upcoming 1964 campaign, the Congo crisis, and Cuba. A highlight of the release is conversations between Kennedy and General Earle Wheeler after his return from a visit from Vietnam where Wheeler suggests that the United States continue its current level of support to the South Vietnamese government. About 135 hours of a total of 248 hours of recordings has been released, leaving approximately 110 hours to be reviewed.

NEW HEAD OF NHPRC: On January 7, 2003 the National Archives announced that it had appointed Max J. Evans as the new executive director of the National Historical Publications and Records Commission, effective January 27, 2003. Evans had served 16 years as the director of the Utah State Historical Society while also serving as state preservation director and editor of the *Utah Historical Quarterly*. He also served as acting State Archivist for one year and as the chair of the Utah State Records Committee from 1991-1998. Prior to his positions in Utah he worked as an editorial assistant for the *Western Historical Quarterly*, and archivist for the LDS Church Historical Department, and as an archivist at the State Historical Society of Wisconsin. He is a Fellow of the Society of American Archivists and a founding member of the Conference

of Intermountain Archivists. Evans holds a bachelor's degree in history from the University of Utah and a master's degree in history from Utah State University.

AMERICAN MEMORY UPDATES: An addition of 3,000 items to "An American Time Capsule: Three Centuries of BroadSides and Other Printed Ephemera" was announced on November 25, 2002. The broadsides, leaflets, and pamphlets from the Library's Printed Ephemera collection in this release join the more than 7,000 items already available online. On January 16, 2003 the Library of Congress announced an update of the American Memory presentation "A Century of Lawmaking for a New Nation." The site has been redesigned to provide a more consistent presentation layout, and has added a selected bibliography and links to related sites on the Internet. The site now includes 700 physical volumes, with updates planned for 2004 to add more volumes of titles already online.

FIRST SENATE PAY LEDGER SAVED: On November 19, 2002 two Senate staffers in a Capitol subbasement looking for records of the Senate Democratic Policy Committee discovered the Senate's first pay and reimbursement ledger, signed by Vice Presidents (and presidents of the Senate) such as John Adams, Aaron Burr, John C. Calhoun, and Thomas Jefferson. Also found were 59 additional volumes that took the records up until the 1950's. In 1790,



Washington Beat

is submitted by Jim Cross.
He can be reached at
jcross@clemsun.edu

Senators received \$6 per day and 30 cents per mile for their travel to and from their home states, although they could not claim more than 20 miles a day. The rescue of the ledgers was just in time; in a week the subbasement in which the ledgers were found was scheduled to be demolished to make way for the Capitol Visitors Center. The contents of the first ledger will be scanned and put on the Senate's web site by June 2003, and the ledger itself will eventually be put on display at the Visitors Center.

ELDRED CASE: The Supreme Court upheld the authority of Congress to extend copyright when it ruled on the case *Eldred v. Ashcroft* on January 15, 2003. The Court found that Congress had not overstepped its authority by extending copyright by twenty years in the Sonny Bono Copyright Term Extension Act, passed in 1998 because the Constitution gives Congress the right to grant copyright for "limited times" and that the twenty year extension is limited. The Court also found that there was no violation of the First Amendment. The vote was 7-2, with the two dissenters claiming that the Court had failed to protect the public interest; the majority noted that the law did contain some exemptions for libraries and that teaching and research was protected under the "fair use" doctrine. ❖

Visiting Archivist *from page 1*

hundred at a time? Did I have to fill out a request form and wait until later in the day, or could I go to the supply closet myself?

Would I get my own set of keys? What hours would the building be opened? Would I have access to upper-administrative-level files? Could I get gloves to work with infested papers? Would I decide that staples were more of a help than a hindrance?

Would the lights stay on all day, or would there be a brown-out? What work could I do if the electricity went out? How easily could I get water, soap, buckets, and rags for cleaning in storage areas? Would I be allowed to do the cleaning, or would someone else expect to do that job for me?

Would empty boxes always be kept, or could some of them be destroyed? Would obsolete records be placed in bags or in boxes? Who would remove the trash? Would sensitive materials

be destroyed? How big would the fire get?

Would my work space be private or shared? What if my computer broke down? What if someone else needed my printer? Should I let anyone know if my desk chair left me with a backache at the end of the day? Remember, the assignment was for three months!

What if communication were non-direct and there were no formal meetings to provide guidance for my project? Who would accept my more direct method of communicating and help me find my way?

Would the index cards and pencils given to me by a colleague be just what I needed in going from floor to floor and room to room making inventories?

How could I bridge the socio-economic gap between my hosts and me? What should I wear? How could I enter into the day-to-day life of the campus? Could I help clear tables in the cafeteria or help fold curtains in the laundry? Would I be allowed to help paint a room for post-graduate student use, or would I offend the maintenance staff who were expected to do this?

Should I pay small children in the market to carry my bags, or could I carry my own? What if one of my national colleagues insisted on carrying my bags? Would it reflect poorly on her if she were seen in the market with an American woman who was carrying her own bags?

When I could afford to pay for everyone's dinner, how should I decide when to let someone else pay

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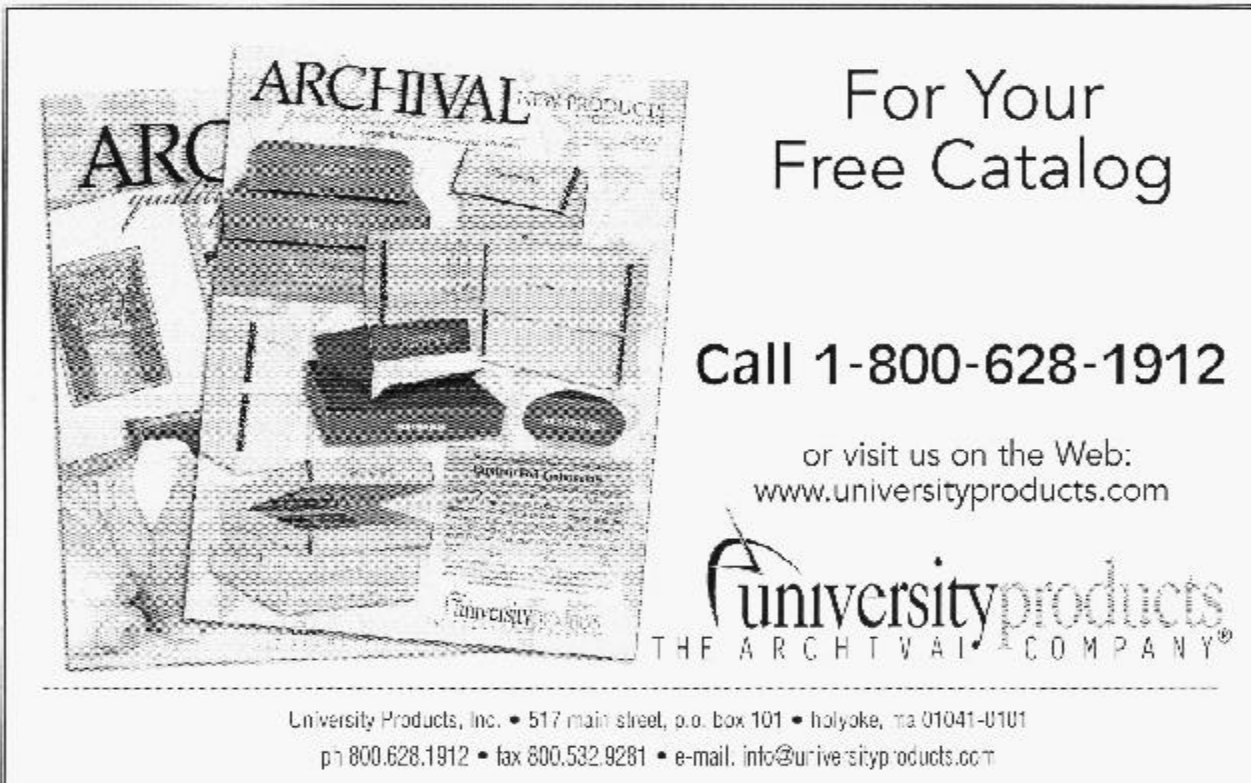
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for mine? Remember, my paying for all dinners out would make my hosts powerless to do something for me. How many pieces of identification would be required to cash a traveler's check? What if the bank didn't have change and would not pay the full amount?

How adventurous would I be in trying new foods? How would I live from day to day with rationed water? Could I join my colleagues and attend a funeral without looking like a curious bystander? How much bartering should I do in the market? There's a balance between asking for too low a price and looking foolish for paying the higher one, even if you can afford it.

As with most, these questions have answers, but not all came easily. There was privilege in being invited to enter another's culture. There was challenge in traveling alone and living by myself for this extended period. There was responsibility in being a representative of my family, institution, denomination, and nation. I am the better for having done it. ❖

Institution *from page 6*

must be registered in the Archives and assisted by an accompanying adult with proper ID.

For additional information, contact the Archives Division at (404) 730-4001, ext. 200. ❖

Internet Corner *from page 8*

Collections and Archives. Working without grant funding, the staff, including student assistants, are scanning when they have time between reference requests, processing collections, and preparing several exhibits.

The order form, permission to publish form, and price list are available on the website. All photographs are the property of the Georgia Institute of Technology and reside in the Archives and Special Collections. If you have photographs of the Georgia Tech campus or activities, please contact Anne Salter at 404-894-4586 or anne.salter@library.gatech.edu. ❖

Preservation News *from page 7*

descriptions and information on registration, see www.solinet.net/workshops/workshops_home.cfm.

PRESERVATION ASSISTANCE GRANTS

The National Endowment for the Humanities, Division of Preservation and Access, is in its fourth year of awarding small grants, of up to \$5000, to help small and mid-size institutions— libraries, museums, and historical societies, town and county records offices, archival repositories, community colleges, and underserved departments and units within colleges and universities and other larger institutions— enhance their capacity to preserve their

humanities collections. Institutions may request support for the following activities: a) General preservation assessments that will help an institution identify its overall preservation needs and develop a long-range, prioritized preservation plan to address those needs, b) Consultations with preservation professionals to address a specific preservation issue, need, or problem, c) Attendance at preservation workshops, and d) Purchase of storage furniture, preservation supplies, and environmental monitoring equipment. The deadline for the 2003 Preservation Assistance Grants is approaching. Applications are due by May 15, 2003. For more information see the guidelines on the

NEH's web site: <http://www.neh.gov/grants/guidelines/pag.html>

NEW VIDEOTAPE ON CLEANING STACKS

University of California San Diego Preservation Department has produced a new educational videotape. *Cleaning Library Stacks* demonstrates the proper supplies and cleaning techniques that will prolong the life of books in library collections. The 8 ½ minute video is intended as a training tool for collections maintenance cleaning teams. For purchasing information, contact jbahrini@ucsd.edu. Preservation Services has a copy available for loan through its Audiovisual Loan Service. ❖



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