

# SGA NEWSLETTER

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A PUBLICATION OF THE SOCIETY OF GEORGIA ARCHIVISTS

It is important for us in the archival field to look outside of ourselves and recognize the work of others that impacts our professional world in a positive way.

In the spirit of that praise and recognition, SGA has what is known as the President's Award. The purpose of the President's Award is the recognition of individuals outside of the archival profession who have made significant contributions to the field.

I am asking for your help in identifying such individuals as we seek nominations for this award. There have been several years where SGA has not selected a recipient due to a lack of nominees, so let's be sure to change that this year.

I know there are people outside of the profession doing great things to support the profession. Look around in your individual communities and identify those people and their work. Let's recognize their support and contributions!

Nominations, which should include the name of the individual being nominated and a brief description of their contributions to the field of archives, can be sent to [president@soga.org](mailto:president@soga.org) by August 1, 2016.

*Brittany Parris, President*



*Photo credit: Tasneem Elayan*

*The President's  
Award recognizes  
individuals outside  
of the archival prof-  
ession who have  
impacted our field*



## GEORGIA STATE ARCHIVES REVITALIZED



Thanks to the support of friends, colleagues, and users, the Georgia Archives is once again open five days a week to researchers. Since joining the Board of Regents in July 2013, the number of staff has increased to 25, and postponed projects are being completed, including major improvements to the building's systems to increase efficiency and reduce operating costs.

As the state archives of Georgia, our primary focus is documenting the activities of government. Since the early 1970s, the Georgia Archives has operated a records management program to advise state and local government offices and to promote good recordkeeping practices. In addition to holding the permanent records of the state government, the Archives operates the State Records Center, where agencies store their temporary records

As the state archives of one of the original thirteen colonies, the Georgia Archives holds a rich collection of colonial and state records covering nearly three centuries. Holdings include local government records, maps, photographs, and private collections that complement the official records. Of the 85,000 cubic feet of records in the Georgia Archives, approximately 70,000 are official state records, 6,000 are local government records, and 9,000 are non-governmental materials that supplement the official records.

Archives staff are taking advantage of the University System connections to work more closely with faculty and students to encourage more use of original records. Public programs are expanding as well. Special history programs have included topics such as the War of 1812 and Transportation. Day-long genealogy programs held twice a year are very popular, and the Archives also hosted a well-attended Black History Month program, in conjunction with the Afro-American Genealogy and History Society and the Auburn Avenue Research Library. Lunch and Learn programs on a variety of topics are held the second Friday of every month at noon.

The Georgia Archives is open, growing, and excited for the future.

***Steve Engerrand, Georgia State Archives***

The Society of Florida Archivists and the Society of Georgia Archivists are pleased to announce the 2016 Joint Conference in Savannah, Georgia, October 13-14.

The conference theme, Defining Archives: Ingenuity, Innovation, and New Perspectives, reflects on the changing identity of the archival profession and how archivists have adapted to shifting environmental, economic, and technological priorities. With the word “archive” in ever more frequent use by blogs, websites, collectors, list-makers, and computer software, archivists find themselves struggling to explain to stakeholders what it is they “do.”

As a non-profit membership organization, LYRASIL remains committed to meeting the needs of cultural heritage organizations, by partnering with them to create, access, and manage information, while emphasizing digital content. After receiving feedback from smaller organizations about their need for an affordable hosted archival management solution, LYRASIL in early 2016 launched a free pilot program to test and develop a new level of service relating to ArchivesSpace.

To gather participants, LYRASIL marketed the pilot on the SAA Lone Arrangers listserv, and selected ten organizations, ranging from museums, public libraries, and archives, to act as our test group. Having used, or experimented with, word processing documents, spreadsheets, Access, Past Perfect and/or Archivists' Toolkit,

most institutions were actively looking for an alternative, archive-specific software to organize and describe their collections. Other common concerns included a lack of internal IT support or expertise, restricted budgets and staff, and the struggle to advocate to their administration for additional archival support.

LYRASIL hosted feedback sessions to encourage collaboration among participants, answer frequently asked questions, and gather suggestions to improve the service for future clients. Initial common frustrations included the learning curve associated with using a new platform: adapting to terminology used within ArchivesSpace, reading through user documentation, and revising local workflows to align with the software. As time passed, however, these processes became easier as the test group spent more time with ArchivesSpace and engaged with their cohort for advice and support. At the end of the pilot, participants exported their DACS-compliant EAD finding aids.

Based on participant feedback, LYRASIL is developing a series of four minute task-oriented videos to assist new clients as they adapt to using ArchivesSpace for the first time, and created a LYRASIL “Lone Arranger” Google Group, which acts as a community support mechanism between LYRASIL “Lone Arranger” clients.

# LYRASIL ARCHIVSPACE PILOT WITH LONE ARRANGERS

***Madeline Sheldon, LYRASIL***

# PRESERVATION POINTERS

## *Humidity*

Summertime weather can bring high levels of relative humidity (RH) outdoors, which can creep in and affect collections stored inside. Protecting your collections from high relative humidity is important in controlling chemical deterioration and preventing mold outbreaks or pest infestations. Preventing rapid changes in RH helps to limit physical damage caused by fluctuating humidity.

One way to protect your collections from high and fluctuating RH is through a well maintained heating, ventilating, and air conditioning (HVAC) system with effective dehumidification. Work with your facilities staff, repair person, or whoever services your HVAC system to ensure it is performing at its best. Monitor your environmental conditions with electronic data loggers to better understand the conditions in your space and use the data to communicate across your organization for a team approach to HVAC improvements. Beware of using space dehumidifiers, as they can cause significant fluctuations if they automatically shut off, and create a risk for water damage to collections as they may overflow.

Your HVAC system can only do its best when paired with a good building envelope. Take a look around your building to see if there are opportunities for improving seals around windows or doors, replacing worn weatherstripping, or repairing cracks.

Another way to protect collections from shifts in RH is to keep them in acid-free, lignin free paper or board enclosures. Strong enclosures of an appropriate size and materials will help buffer changes in the environment; the enclosures will experience the change before the materials inside do.

For more information on controlling the environment in collections storage spaces, visit <http://bit.ly/218wy8E> and contact [preservation@lyrasis.org](mailto:preservation@lyrasis.org) with questions. If you don't have data loggers to track your environmental conditions, you can borrow monitors for free from LYRISIS. Find more info on the equipment loan program at <http://bit.ly/1XSfVn>.

**Annie Peterson, LYRISIS**

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- Dr. Martin Luther King, Jr.

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# WASHINGTON

James Edward Cross

# BEAT

**NATIONAL ARCHIVES & RECORDS ADMINISTRATION (NARA) NEWS:** On April 22, 2016 the Archivist of the United States announced the appointment of Laurence Brewer as the Chief Records Officer for the U.S. Government effective May 1, 2016. Brewer, who has been acting Chief Records Officer since October 2015, joined the National Archives in 1999 and has served as Director of the Life Cycle Management Division and as Director of the Records Management Operations Program. Prior to joining NARA he was a records management consultant to the Environmental Protection Agency and the Virginia Department of Transportation. Brewer is a Certified Records Manager and has a B.A. in Government from the College of William & Mary and an M.A. in Political Science from the University of Georgia.

Lisa Haralampus, NARA's Director of Records Management Policy and Outreach, said that most federal agencies are on track to meet the December 31, 2016 deadline to manage email records in electronic format in an April 13, 2016 interview. The deadline is part of the 2012 "Managing Government Records" directive issued by NARA and the Office of Management and Budget. The Office of the Comptroller of the Currency, the Defense Intelligence Agency and the Nuclear Regulatory Commission have said they will not meet the deadline and the Department of Homeland Security has not turned in its self-assessment report (due on January 29, 2016). Over half of the agencies who responded plan to use NARA's "Capstone" approach.

The sixth volume of the Public Papers of President Barack Obama was released for sale by the National Archives on April 20, 2015. The volume covers the period July 1-December 31, 2011.

The original patent for the Wright Brothers' "flying machine" was found in a special records storage facility in Lenexa, KS on March 22, 2018. The patent, which should have been stored in the National Archives' "treasure" vault in Archives I in Washington, D.C., had been missing



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On March 11, 2016 the National Archives opened the first batch of records from the Financial Crisis Inquiry Commission (FCIC) which investigated the 2008 recession. The records complement those already released online by the FCIC and include minutes and notes of Commission meetings, interview summaries and transcripts, and confidentiality agreements between the Commission and businesses, financial institutions, and government agencies regarding records requested by the Commission.

**LLIBRARY OF CONGRESS NEWS:** The Library of Congress announced the acquisition of the Marty Stuart Audio-visual Collection of Country Music History on May 9, 2016. The collection amassed by the Grand Ole Opry star and Grammy Award-winner contains includes videos, recordings, and other audio-visual materials, including over 100 hours of footage shot on the road and at the Grand Ole Opry; complete TV episodes of “The Johnny Cash Show,” “Flatt and Scruggs Grand Ole Opry,” and the “Marty Stuart Show:” rare home movies of the Lester Flatt Band on tour; and music videos from Stuart’s career.

On March 23, 2016 the Library announced new additions to the National Recording Registry. Among the recordings added to the Registry are “Let Me Call You Sweetheart,” by the Columbia Quartette (1911); “Wild Cat Blues” (1923) by Clarence Williams’ Blue Five, one of the earliest jazz recordings to have a widespread influence on musicians; the Vienna Philharmonic Orchestra’s rendition of Mahler’s “Symphony No. 9”; the “Marshall Plan” speech given by Secretary of State George Marshall on June 5, 1947; performances of “Mack the Knife” from the “Threepenny Opera” by Louis Armstrong (1956) and Bobby Darin (1959); fourth quarter coverage of Wilt Chamberlain’s 100-point game on March 2, 1962 against the Philadelphia Warriors; “Piano Man” by Billy Joel (1973); “Where Did Our Love Go” by The Supremes (1964); “I Will Survive” by Gloria Gaynor (1978); and “Master of Puppets” by Metallica” (1986).

**FEDERAL RECORDS MANGEMENT:** In April 2016 Iron Mountain released a report on future information management requirements in the federal government. The report is based on a blind online survey of 200 federal employees actively engaged in information management conducted by

Market Connections, Inc. It found that 46% of employees believed that managing all types of information assets, regardless of format, was a priority. However, many felt unprepared to handle the future requirements that would be necessary to do so. The top five areas that respondents believed needed improvement were risk management, including security and data privacy; electronic records retention and disposition; records and information management practices; Analytics (content, data, metadata, etc.); and email and social media management. The survey identified information security as the most important technical skill needed, while innovative thinking was the most important “soft” skill in demand.

On March 21, 2016 the Central Intelligence Agency (CIA) withdrew a proposed schedule that would have destroyed email records of all but twenty-two senior CIA officials. The proposal, which became public in 2014, was criticized by members of the Senate Intelligence Committee, the Department of Defense Chief Defense Counsel, and a number of public interest groups such as the American Civil Liberties Union and the Federation of American Scientists.

**FEDERAL ARCHIVAL FACILITIES:** On May 6, 2016 the National Park Service Collections Center in Townsend, TN was dedicated. The \$4.2 million buildings houses 1.3 million archival records and 418,000 artifacts from the Andrew Johnson National Historic Site, the Big South Fork National Recreation Area, the Cumberland Gap National Historical Park, the Great Smoky Mountains National Park, and the Obed Wild and Scenic River.

The Department of Veterans Affairs announced on April 12, 2016 that it would be placing its national archives in the historic headquarters facility (1871) and clubhouse (1881) on the Veterans Affairs Medical Center campus in Dayton, OH. It will cost \$20 million to rehabilitate the buildings into an education center that will house archival records, memorabilia art, and artifacts from the Department’s medical centers, cemeteries, and regional offices.

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APPOINTED  
NEW U.S.  
CHIEF RE-  
CORDS OFFI-  
CER IN MAY**

# BRENDA S. BANKS EDUCATIONAL WORKSHOP SCHOLARSHIP REPORT

As the recipient of the Brenda S. Banks Educational Workshop Scholarship, I attended the Archives and the Law workshop taught by Josh Kitchens and held at the Atlanta History Center on July 8, 2016.

The main objective of the workshop was to understand how the law impacts archives and records management, identify key legal issues that affect our institutions, and how to best mitigate risk. In order to achieve those goals, Josh discussed the following in relation to archives and their management: general laws and law terms, contract law, privacy law, and intellectual property laws. To supplement the general discussion of these topics we also reviewed handouts of example deeds of gift, permission to publish forms, internet archive policies, a fair use checklist, and a take-down policy, as well as discussed several case studies.

The workshop, overall, was very informative and helpful. Throughout the day, the attendees were able to discuss their own policies at their institutions and how they should stay the same or be adapted to the current needs and/or laws governing archives. A good bit of the discussion was focused on electronic records including whether the deed of gift should cover future digitization of materials, privacy laws of researchers using internet archives, and the need to have a liberal take-down policy for items that may be reported as a privacy concern. Some of the other discussions included what may happen if your institution goes through discovery, your rights when it comes to detaining someone suspected of stealing from your archives, the need to retain or to do away with permission to publish forms on items your institution does not hold the copyright for, and how to maintain the privacy of those individuals who have donated materials to your institution and/or the researchers who are utilizing your archives for their research. In general, the key take-aways I got from attending the workshop were to make sure you document everything, have good records management in your department, and have good communication with the legal department in your organization.

To view the slides, handouts, and case studies discussed by Josh at the workshop you can go to his personal blog [joshuakitchens.com](http://joshuakitchens.com) where he posted links to all the materials.

*Candice H. Larson*



## INSTITUTIONAL NEWS

# THE ACLU OF GEORGIA RECORDS ARE OPEN FOR RESEARCH AT UGA'S RUSSELL LIBRARY

**Auburn Avenue Research Library on African American Culture and History** will host the Society of American Archivists *Teaching with Primary Sources Unconference* on August 3. The event, organized by the SAA Reference, Access and Outreach Section's Committee on Teaching with Primary Sources, is expected to be an informative and fun day, with a variety of workshops and attendee-driven conversations, covering all aspects of Teaching with Primary Sources.

The **Digital Library of Georgia** is pleased to announce the re-release of the enhanced Macon Telegraph Historic Newspapers Archive. It is now compatible with all current browsers and provides access to early issues of the *Macon Telegraph* ranging from its inception as a weekly newspaper in 1826.

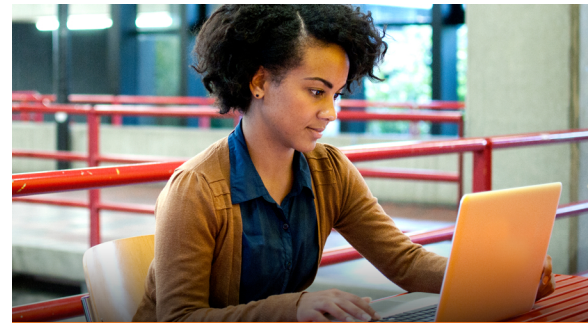
**University of Georgia Richard B. Russell Library for Political Research and Studies** is pleased to announce that the American Civil Liberties Union of Georgia Records are open for research. Founded in 1963, the ACLU of Georgia is a nonprofit corporation that focuses on protecting civil liberties in the state of Georgia. They are one of 52 affiliates of the American Civil Liberties Union, a national organization founded in 1920 to "defend the principles and freedoms embodied in the Bill of Rights." The records, which consist of 253 linear feet, 141 audiovisual items, and 16.75 gigabytes, document the entire



history of the ACLU of Georgia, with the majority of records dating from 1975 to 2000. They document the litigation, lobbying, and public education work of the ACLU of Georgia through case files, committee materials, research files on civil liberties issues, correspondence, and ACLU publications.

Processing these records was a 15-month project that required specific protocols for managing the complex restrictions inherent in legal collections. Completion of this project was in large part due to the extraordinary efforts of **Shaniqua Singleton**, a student at the University of Georgia School of Law. In addition to the painstaking task of reviewing the records for restrictions, she also shared her legal expertise by researching and writing a subject guide to the major cases documented in the collection, composing a series of blog posts on issues addressed by the ACLU of Georgia, and creating an in-house guide for reviewing legal collections that we will use for future processing projects.

The **University of West Georgia** is acquiring the papers of U.S. Representative Lynn A. Westmoreland who represented Georgia's Eighth Congressional District from 2005-2007, and the Third Congressional District since 2007. His papers will document his service in the U.S. House of Representatives, his work with the National Republican Congressional Committee (NRCC), and his time in the Georgia House of Representatives.



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# MEMBER SPOTLIGHT

*Interview by Mary Katherine Barnes*



## ***Sarah Tanner***

*is a processing  
archivist at the Atlanta  
University Center  
Robert W. Woodruff  
Library. She holds a  
B.A. in History and an  
M.S. in Information  
Science from the  
University Tennessee at  
Knoxville. Sarah joined  
SGA in March 2014.*

### **What attracted you to the archives profession?**

I actually feel as though I stumbled upon the profession. I've always loved history. After receiving my undergraduate degree in history, I was originally looking into a master's program in Public History. Luckily, after some searching, I came upon a program within information science that allowed me to specialize in archives. Intrigued, I immediately set up an internship in the University of Tennessee's Special Collections and fell in love. It was the perfect fit. I was able to combine my love and passion for history, with the other aspects of the archival profession such as outreach, archival education, and the preservation of history in one dynamic profession.

### **What's the most interesting piece that you've come across?**

It's almost impossible for me to choose just one piece. I've seen some amazing things both at the University of Tennessee Special Collections, and the AUC Robert W. Woodruff Library. One of my favorite pieces is from the Tupac Amaru Shakur Collection. It's a drawing from one of his notebooks entitled "Powamekka Café." It's a drawing of his idea for a restaurant he envisioned including menus and a layout. It was very detailed and even included his idea that each table would have a phone on which customers could use to call the DJ and request songs.

### **What do you do in your spare time?**

I enjoy reading pretty much anything I can get my hands on, but I also love to write and travel, so as a side job I would combine the two and be a travel writer a few months out of the year.

## RAAC/SGA Symposium Registration is Open!

Please join the Regional Archival Associations Consortium and the Society of Georgia Archivists for a symposium focusing on the interests of our nation's regional organizations. Sessions will focus on advocacy, public awareness, education, disaster planning and recovery, and grant development.

This symposium will take place on Tuesday, August 2, in Atlanta, Georgia, in conjunction with the Society of American Archivists Annual Conference.

Registration is now open. To view the schedule and register, please visit the page, <http://soga.wildapricot.org/event-2168077>. The symposium is free and lunch can be purchased on site.

## MEMBER NEWS

**Christine de Catanzaro**, Access Archivist at the Georgia Tech Archives passed away in Atlanta, Georgia on April 15, 2016 at the age of 67.

**JoEllen Freeman** graduated with her master's degree in archival studies from Clayton State University and on May 16, 2016 began her first professional position as the Outreach/Special Collections Archivist at Kennesaw State University.

**Tomeka Jackson**, recent graduate from Georgia State University received her masters degree in Heritage Preservation with a concentration in Public History.

**Shanee' Y. Murrain** joined the University of West Georgia as University Archivist in July. Ms. Murrain holds a Master of Library Science (North Carolina Central University) and a Master of Divinity (Drew Theological School). She is a recipient of several prestigious awards including an IMLS Laura Bush 21st Century Librarian Scholarship, an Association of Research Libraries + Digital Library Federation Fellowship from Underrepresented Groups, and an IMLS-RBS Fellowship for Early-Career Librarians at Rare Book School.

**Blynn Olivieri**, Head of Special Collections at the University of West Georgia, was nominated and selected for the UCLA Senior Fellows program which focuses on leadership of academic libraries.

# PROVENANCE

## IN THIS ISSUE

The 2015 issue of *Provenance: The Journal of the Society of Georgia* is on its way to subscribers now! The issue includes the 2015 Society of Georgia Archivists Annual Meeting Keynote Address, "Only Connect: Communities, Archives and the Making and Keeping of Memory" by Jeannette A. Bastian, and features these articles:

"A Push in the Right Direction: Expanding Models of Mentorship" by Lynette Stoudt, Caitlin Birch, Michelle Chiles, Luciana Spracher, Darla White

"Time, Money and Effort: A Practical Approach to Digital Content Management" by Christine S. Wiseman, Alfred S. Matthews

"Our Love Won't Fade Away: Processing the Jerry Garcia Memorial Altar Collection" by Scott J. Carlson

"Archivists and Faculty Collaborative Course Development" by Courtney Chartier, Gabrielle M. Dudley, Donna Troka

"The Right to Know ... Or Not: The Freedom of Information Act, 1955-1974" by Tommy C. Brown

"Hoarding and Its Effects on Acquisition and Appraisal: Two Case Studies from the University of Illinois Archives" by Roxanne M. Dunn

"The Case of Stanly Will" by Ryan Speer

## CONTRIBUTORS

**EDITOR** Blynne Olivieri

**ASSOCIATE EDITOR** Amanda Pellerin

**MEMBERSHIP SPOTLIGHT** Mary Katherine Barnes

**PRESERVATION POINTERS** Annie Peterson

**WASHINGTON BEAT** James Edward Cross

**GUEST AUTHORS** Steve Engerrand, Madeline Sheldon, and Candice H. Larson.

## SGA INVITES ADVERTISEMENTS

for archival products and services at the discretion of the SGA Board and Newsletter Editor. To submit content or to request additional information, please contact Blynne Olivieri: [bolivier@westga.edu](mailto:bolivier@westga.edu)

## SGA BOARD

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[brittanyparris@gmail.com](mailto:brittanyparris@gmail.com)

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**ARCHIVIST** Stacy Jones

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**LOCAL ARR., 2ND YR** Heather Oswald

[heather.oswald@emory.edu](mailto:heather.oswald@emory.edu)

**LOCAL ARR., 1ST YR** Andy Richardson

[arichardson@portmanholdings.com](mailto:arichardson@portmanholdings.com)