

Louisiana Archives and Manuscripts Association Newsletter

Spring/Summer
2005

LAMA News

LAMA Board Meets in Lafayette

LAMA Board Meeting

Louisiana Archives and Manuscripts Association Minutes of the Board Meeting February 25, 2005 Dupré Library, University of Louisiana at Lafayette, Lafayette, LA

Present: Kathie Bordelon, Tara Laver, Bruce Turner, Rob Sherer, Mark Martin, Cliff Theriot, Irene Wainwright, Nita Cole, Lee Leumas, Ann Wakefield

Call to Order

President Kathie Bordelon called the meeting to order and introduced new board members Lee Leumas and Bruce Turner. She also thanked Past President Tara Laver for the excellent job she did during her tenure as President and expressed her gratitude to the Board members for their cooperation.

Approval of minutes

The minutes of the last Board meeting, held on May 28, 2004, in San Antonio during the Society of Southwest Archivists meeting, were approved as written.

President's Report

Kathie reported that 35 people attended the annual meeting in Lake Charles, and LAMA realized a profit of almost \$300. New officers and Board members were elected at the meeting. She also noted that three important meetings will be held in 2005-2006 in Louisiana: Society of Southwest Archivists in Baton Rouge, May 2005; Society of American Archivists in New Orleans, August 2005; and Southern Archives Conference in Lafayette, 2006.

Vice-President's Report

Vice-President Nita Cole gave the report.

1.A memo was sent out

by email to members announcing the deadline for the LAMA Scholarship (March 10). At the time of the board meeting, Nita had received no responses. It was suggested that information on the scholarship be sent to Elizabeth Dow at LSU SLIS, asking that she encourage archival track SLIS students to apply.

2. Plans for the 2005 Annual Meeting were discussed. Nita volunteered to host the meeting in Shreveport and a tentative date of November 3 and 4 was selected. Various ideas for the meeting were proposed and discussed:

— Holding a two-day, Thursday and Friday meeting every other year, in the years that SAC doesn't meet. (The LAMA by-laws, however, specify that the annual meeting be held each year in the Fall.)

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— Extending the Fall 2005 meeting to two days, with dinner, possibly at the Louisiana State Exhibit Museum, and sessions the next day at LSU Shreveport library.

— A joint meeting with ARMA, with a focus on records management issues.

— Various suggestions for session topics were also suggested: digitizing, web design, video oral history, records management.

Board members expressed some concern that the cost of a two-day meeting might limit attendance. After additional discussion, it was suggested that we try to host a workshop on the day prior to the meeting, host a dinner that night (possibly seeking corporate sponsorship), and hold the annual meeting the next day.

Treasurer's Report

Mark Martin presented the Treasurer's report. LAMA's current bank balance is \$5,906.72. Dues notices were not sent out last year, but Mark will send out notices by the end of March. Nita asked if information about the annual meeting could be included in the notices.

Secretary's Report

Irene Wainwright (in her capacity as web keeper for the LAMA website) reported on the costs of registering a new domain name for the LAMA site: louisianaarchivists.org. The board authorized the expenditure of \$99.95 to register the name with NetworkSolutions for a five-year period.

The board also authorized Irene to cancel LAMA's New Orleans post office box. Mark will obtain a new post office box for LAMA in Baton Rouge.

Old Business

1. LAMA Directory

Tara Laver reported on progress toward updating the

LAMA Directory, online at LAMA's website. Volunteers who have agreed to assume responsibility for updating entries in specific geographic areas of the state will be sent a blank database, which should be used for the updates and the completed entries emailed back to Tara. She asked that volunteers let her know what operating system and version of Access they are running. A deadline of June 15 was set for returning updates to Tara. There is still one area of the state unclaimed by a volunteer. Lee Leumas volunteered to update religious archives throughout the state.

2. Membership Brochure

Kathie distributed a draft of the LAMA membership brochure, which is modeled on the brochure used by SSA, along with several versions of a proposed logo for LAMA. The board chose a logo showing an outline of the state with a pelican overlaid. The board authorized Kathie to print 1000 copies of the brochure.

New Business

1. SSA in Baton Rouge

Tara reported on the progress of planning for the SSA annual meeting, to be held in Baton Rouge, May 25-28, 2005. Information packets were sent to all LAMA members.

The board discussed various ways LAMA might participate in the meeting, one of which was to sponsor a give-away – a red plastic ruler (i.e. a Baton Rouge “red stick”) and a stretch penny key ring. The board approved a motion to sponsor the red stick and penny at the full cost of approximately \$450.00.

2. SAA in New Orleans

Rob Sherer reported on the progress of planning for the SAA annual meeting, to be held in New Orleans, August 15-21, 2005. He noted that Alfred Lemmon of HNOG is in charge of local arrangements.

The board discussed what LAMA might do to participate and agreed that we should display LAMA brochures. Tara will investigate the costs of sponsoring a gift to be given away as part of the scholarship raffle.

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**Join LAMA
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LAMA News (Continued from Page 2)

3. SAC in Lafayette

Bruce Turner is in charge of local arrangements for the SAC meeting, which will be held in Lafayette April 19-21, 2006. Planning will begin in earnest this summer, but Bruce has a verbal agreement with the Hilton for a block of rooms at \$80.00 per night. He would like to host the reception on Wednesday night on the ULL campus, perhaps in the Alumni House or in the Library, but transportation would have to be arranged from the Hilton to the campus.

Tara suggested that Bruce email the presidents of the SAC member state organizations to let them know what preliminary plans have been made. (Mississippi is responsible in 2006 for the program; Alabama, for finances; and Tennessee, for publicity.)

4. Publications Committee

Ann Wakefield reported on the first meeting of the newly-formed Publications Committee, held during the LAMA board meeting. The committee consists of Ann (Chair), Jean Keisel, and Cliff Theriot. Jean and Ann examined past issues of the newsletter. Ann noted that a good number of the emails she sends out to the membership soliciting information for the newsletter bounce. Irene will send her an updated email list. Ann also asked about LAMA's 501C number, which allows a discount in printing the newsletter. Mark will supply her with the number. Kathie asked whether information from other newsletters (i.e., SSA) could be included in the LAMA newsletter. Ann suggested that such items of interest be brought to her attention and she will contact the submitter and ask for a submission on the subject.

5. Records Management

Bruce introduced Vivica Pierre, Records Manager and Reference Librarian at ULL, who spoke to the board about records management. A discussion followed about the need for a mechanism under which archivists from state universities mandated to develop records retention schedules could get together to discuss what they are going through regarding this task.

Bruce volunteered to investigate whether LOUIS would be willing to sponsor a listserv to allow peo-

ple to discuss records management issues and whether such a listserv could be opened to non-academic users.

The board also discussed the possibility of setting up a task force to develop model schedules for university records which could be shared among various institutions. Rob Sherer offered to consult an acquaintance from SAA's College and University Guidelines Section about setting up a meeting with her during the SAA convention.

6. Louisiana Historical Records Advisory Board

Bruce distributed a copy of the LHRAB Strategic Plan, which has been forwarded to NHPRC. The next step in the process should be for the State Archivist to set up meetings around the state in order to get feedback on the plan. Bruce and Kathie will draft a letter from LAMA urging the State Archivist to set up these meetings.

7. NHPRC Funding

Tara proposed that LAMA send a letter to members of appropriate congressional committees (if not to the entire Louisiana delegation) voicing support for reinstating funding for NHPRC (which has been zeroed out of the current federal budget). Tara offered to draft an email for Irene to send out to LAMA members who might wish to contact the Louisiana delegation individually. Bruce will draft a letter on behalf of LAMA, to be sent out.

8. Rob asked, on behalf of Lee Miller, whether LAMA would be interested in taking a position on the D-Day Museum's current practice of breaking up collections – i.e., taking only WWII-related material out of an offered donation and returning the rest to the donor. Kathie asked that Lee send a memo to her with additional information.

The meeting adjourned.

Respectfully submitted,
Irene Wainwright
Secretary

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LAMA News (Continued from Page 3)

LAMA President Kathie Bordelon sent the following letter to the Louisiana Historical Records Advisory Board:

March 7, 2005

Dr. Florent Hardy, State Archivist
Louisiana Historical Records Advisory Board
(LHRAB)
Louisiana State Archives
3851 Essen Lane
Baton Rouge, LA 70809-2137

Dear Dr. Hardy and LHRAB members,

I am writing on behalf of the Louisiana Archives and Manuscripts Association (LAMA) concerning the Louisiana Historical Records Advisory Board's (LHRAB) Strategic Plan. Bruce Turner, a member of both LHRAB and LAMA, presented a copy of the Strategic Plan to the LAMA board members at our last meeting on February 25, 2005. We read this plan with great interest since LAMA is vitally concerned with the proper care and use of Louisiana's historical records.

We all know that there is much work to be done in our state regarding historical records. LAMA was pleased to learn that LHRAB is willing to "assist in, support, coordinate, and advocate for the identification, collection, preservation, management, use, and accessibility of records that document all of Louisiana's people, communities, organizations, businesses, and governments." LAMA stands ready to help LHRAB in any way we can to promote LHRAB's goals and to assist in the activities outlined in its plan.

I would specifically like to mention a few of the activities with which LAMA could assist LHRAB in the near future. There are several instances in the Strategic Plan where the sponsorship of workshops is mentioned, especially in regard to educating the public on the importance and signifi-

cance of historical records. LAMA has members statewide who could identify areas where such workshops are needed and would be well-received and well-attended. For example, the Southwest Louisiana Genealogical Society and the Southwest Louisiana Historical Association, both of which meet in Lake Charles, would be happy to host workshops on any number of topics associated with historical records.

LAMA fully endorses the idea of having the workshops throughout the state to talk to "stakeholders," those people with allied interests who would be concerned about the preservation of and accessibility to historical documents such as genealogists, historical societies, clerk of court personnel, history teachers, etc. Perhaps we could discuss a program of jointly-sponsored, statewide workshops with LHRAB.

LAMA has a membership of 125. We stand ready to share our mailing list with LHRAB to help disseminate information quickly and thoroughly to all corners of the state. Other areas in which LAMA stands willing to help:

1. The LAMA website (louisianaarchivists.org) - LAMA maintains a website containing timely information and links to other archival sites. LAMA would be happy to post information for LHRAB on our website, including links to the State Archives and NHPRC.

2. The LAMA Newsletter - We publish a semi-annual newsletter in which LHRAB could include articles on issues of concern.

3. The LAMA Directory of Repositories - This directory is currently being updated, but should prove invaluable in locating organizations and agencies across the state in need of help with issues such as collection, preservation, accessibility, grant writing, etc.

Now that the Strategic Plan is complete, let us not lose the momentum! Let us move forward and move out into the state and let the communities, organizations, businesses, and governments know of our existence and our willingness to help them "increase their knowledge of the history and cultures of this diverse state and to ensure their rights" as

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LAMA has a new e-home
[Http://www.louisianaarchivists.org](http://www.louisianaarchivists.org)

LAMA News (Continued from Page 4)

stated in the LHRAB Strategic Plan. In short, LAMA is ready and willing to help in whatever way we can and looks forward to the opportunity to form a lasting and collaborative relationship with LHRAB. Please let the LAMA board know how we can begin to work toward creating a better environment for the preservation of Louisiana's historical records.

Sincerely,

Kathie Bordelon, President

Louisiana Archives and Manuscripts Association

LAMA President Kathie Bordelon sent the following letter to members of the Louisiana delegation in Congress:

I am writing on behalf of the Louisiana Archives and Manuscripts Association, the state's professional archival organization, in regard to the funding emergency faced by the National Historical Publications and Records Commission. This agency, the grant-making arm of the National Archives and Records Administration, is slated for no funding in the budget submitted to Congress by President Bush. It has always (since being established in the 1950s) been a separate budget item from NARA. For the reasons I will outline below, I urge you to restore funding to the National Historical Publications and Records Commission and its staff.

Louisiana has benefited immensely from NHPRC grants. Agencies in the state have received over \$700,000 for projects ranging from the publication of the papers of Jefferson Davis to a survey to analyze the condition of historical records in the state and the problems in preserving them, to the processing and microfilming of historically important manuscript collections. A number of institutions in the state have received NHPRC grants including the Louisiana State Archives, Louisiana State University, the University of Louisiana at Lafayette, Tulane University, Newcomb College, East Baton Rouge Parish, and the Morgan City Archives.

There are current projects in the state which will probably cease if NHPRC is eliminated. The Louisiana State Historical Records Advisory Board is planning to hold meetings throughout the state identifying issues important to people interested in preserving and making accessible historical records and pro-

posing ways to address them. After these meetings are held, the Board can apply for NHPRC funds which it would distribute to institutions throughout the state to support local documentation projects. LSU has just received a NHPRC grant to microfilm transcripts of Police Jury records dating from 1812 (or when the parish was established) to the 1930s. Copies of that microfilm could then be purchased at cost by repositories all over the state for the parishes in which they are interested. This would greatly increase the accessibility to a major historical record crucial to the understanding of local history. If NHPRC is eliminated, these projects will not be accomplished.

Just as NHPRC has funded Louisiana projects to help preserve and make accessible our historical records, so it has done for every other state. It has also funded many publication projects which make collections of papers much more readily available to people interested in United States history. These projects include the papers of Founding Fathers, important politicians from John C. Calhoun to George Marshall; social reformers and scientists such as Jane Addams and Thomas A. Edison; African-Americans such as Frederick Douglass and Martin Luther King, Jr.; and women such as Elizabeth Cady Stanton and Susan Anthony.

This small federal agency is only authorized to distribute \$10 million annually when fully funded. Ironically, early in President Bush's administration it was fully funded for one of the few times ever.

Therefore it has gone from an agency considered extremely useful to one considered useless in two years according to the administration. NHPRC has accomplished a great deal of good over the years and has played an important role in the promotion the study of United States history. As professional archivists and members of the Louisiana Archives and Manuscripts Association, we sincerely hope that you will work to restore funding to this extremely useful federal agency.

Sincerely,

Kathie Bordelon, President

Louisiana Archives and Manuscripts Association

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McNeese Student Designs New Logo for LAMA

The new LAMA logo was designed by Anthony Guillory, a student worker in the Archives Department at McNeese State University. Anthony is a junior majoring in visual arts with a concentration in drawing and ceramics. He has worked in the Archives since he came to McNeese as a freshman. "Whenever we need anything done that requires creativity or flair, we call on Anthony," states Kathie Bordelon, McNeese Archivist. "He has been a great asset to the department."

The logo graces LAMA's new membership brochure, which will be distributed at upcoming SSA and SAA annual meetings.



Grants Received

LSU Special Collections Receives NHPRC Grant

by Tara Z. Laver

The National Historical Publications and Records Commission has awarded a 30-month, \$196,140 grant to the LSU Libraries Special Collections for the purpose of preserving and improving intellectual and physical access to 130 years of county-level records for the state of Louisiana, dating from 1811 to 1940, by microfilming them and producing an improved finding aid.

Unlike other states, Louisiana's unit of local government is the parish rather than the county, and the governing body of the parish is the police jury. The preservation of their minutes is especially important, for, historically, Louisiana's governmental structure gives as much, if not more, power to local governments than does any other state. As Doug Harrison, Donald J. Lemieux, and Theron D. Hinton wrote in *Louisiana Historical Records Assessment Project: Final Report* (1986), as a general rule, any powers not specifically delegated to the state devolve to the parishes, giving the records of the parishes profound significance to the individual. The minutes of the parishes' primary governing body document the evolution of government responsibility; citizen partici-

pation in and expectations of government; settlement of the state's rural areas and changes in land ownership; and local ordinances governing slavery and local attitudes about it, as well as the changing status of African Americans after emancipation. The records shed light on topics as varied as the development of education for blacks and whites, the battle to control yellow fever, and flood control and levee-building, which was to have far-reaching effects on the Louisiana coastline. Genealogists also find the transcriptions useful in identifying ancestors' places of residence, death dates, and role in their communities.

From 1939 to 1942, the Louisiana Historical Records Survey made transcriptions of the original minutes of the police juries in each of Louisiana's 64 parishes, except for Orleans Parish. The transcriptions were deposited at LSU. The collection comprises approximately 206 linear feet. The poor-quality wood-pulp paper used for these transcriptions is severely embrittled, and in this state, every use of these documents is damaging. Microfilming the transcriptions is essential to preserve the important

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Grants Received (Continued from Page 6)

historical information in these records.

In addition to the physical access problems, intellectual access to these records is hampered by an inadequate finding aid. It lacks needed details about the organization and content of the records and is often confusing. In a small portion of the records, the order is illogical or has been scrambled and needs to be reorganized or restored. Prior to microfilming, these faults must be remedied, in order to provide the most effective intellectual access to the newly pre-

served materials.

Work on the project began in January with the hiring of a graduate student and student worker. Together they will prepare the records for filming, create targets, and create a new finding aid. The filming itself will be outsourced. Upon completion of the project, the microfilm will be available at LSU, through interlibrary loan, or for purchase.

Tara Z. Laver is assistant curator for manuscripts for LSU libraries.

Earl K. Long Library, University of New Orleans

The Louisiana and Special Collections Department received a grant in the amount of \$5,000 from the National Endowment for the Humanities to preserve the archives of the Louisiana Supreme Court, 1890-1904. This undertaking has been designated as a "We the People" project in recognition of its promotion of the understanding of American history.

The Historic New Orleans Collection

At the end of January, The History Channel announced that it will award The Historic New Orleans Collection with an inaugural Save Our History Grant to partner with elementary and high school students on a culinary history project. The Collection is one of 29 history organizations across the country that will receive Save Our History community preservation grants to fund innovative, educational projects designed to bring communities together and engage children in the preservation of their local history. The History Channel created the Save Our History Grant Program as an extension of the Save Our History philanthropic initiative, demonstrating The History Channel commitment to inspiring, motivating and educating local communities on the importance of preserving the past.

THNOC will engage approximately 420 students in a culinary history project that explores the evolution of Creole cookery in New Orleans. Students will design and conduct primary research that connects generations and actively involves the family in education. Students will learn what Creole cookery is; how it evolved over 500 years; and explore how it

has slowly changed over the years as a result of invention, immigration and a cultural ethic that both resists and embraces experimentation and change for the pleasure of the palate.

The research materials will be preserved at The Williams Research Center and will enhance its current culinary and heritage collections. Ultimately this research will result in a cook book to be published with proceeds benefiting the participating schools.

LSU Libraries

The LSU Libraries has received a generous grant of \$80,000 from the Coypu Foundation of New Orleans to complete an important photographic collection.

A number of years ago, the LSU Libraries received 30,000 negatives of an original photographic collection totaling over 100,000 images owned by Dr. and Mrs. Thomas H. Gandy of Natchez, Mississippi. For decades, Dr. Gandy worked to salvage many of the other damaged negatives. Now, with the aid of a grant from the Coypu Foundation, the Louisiana State University Libraries' Special Collections division has acquired the remaining pieces of the Gurney/Norman Photograph Studio Collection from the estate of Dr. Gandy.

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MEETINGS

SSA May 25-28, Baton Rouge, LA

SAA Aug. 15-21, New Orleans, LA

ARMA Sept. 18-21, Chicago, IL

NAGARA July 20-23, Richmond, VA

SAC April 19-21, 2006, Lafayette, LA

Grants Received (Continued from Page 7)

The Coypu Foundation has provided remarkable leadership in supporting one of the university's most fundamental resources — the Libraries, former Chancellor Mark Emmert said in a written letter to Coypu Foundation Trust.

This extraordinary collection photographically documents 100 years (1851-1951) of history in and around Natchez, Mississippi. Gandy chose the LSU Libraries because its Special Collections division is an internationally known center for study of the region and has the staff and the facilities to preserve the collection.

The first piece of the Gurney/Norman collection has been utilized by academics and non-academics alike. Past exhibitions on display in Hill Memorial Library have been greatly enjoyed by viewers, free

of charge.

Completing the collection creates a valuable resource. The quality of the photographs, in addition to the wealth of historical information they provide, makes the Gurney/Norman collection especially important to preserve. LSU Libraries' Special Collections division is now doing so thanks to the generous support of the Coypu Foundation. LSU Libraries mounted an exhibition that opened in January.

The Coypu Foundation is an independent charitable organization that focuses primarily on giving to higher learning. The foundation was created by the late John S. McIlhenny, a relative of the founder of the Tabasco Company, and is supported by a bequest from him. The Coypu Foundation takes its name from a name used in South America for nutria rat.

Newly Acquired/Processed

Louisiana State Archives

Work continues at State Archives on the cataloguing of the records of Louisiana's Confederate government and those records created during the Federal occupation of lower Louisiana during the War Between the States. This item-by-item manuscript inventory will provide researchers with a treasure trove of information on one of the more critical periods in the state's history. More than 20 cubic feet of records have thus far been catalogued. Information on each document's subject matter, size, and physical condition is noted in the inventory description. The project is expected to be finished next spring.

State Archives recently acquired the following: Department of Insurance miscellaneous brochures;

Pelican State Insurance Company records; Bucks for Fire Trucks records from Gov. Mike Foster's administration; Committee Files (1976-1999) and Lobby Registration (1972-1992) records of House of Representatives; Vernon Parish Tax Rolls microfilm (1983-1987); November 2004 Attorney General's Opinion; Insurance Changes and Foreign Suits, 2002, Corporations Department; Bond Register Books 1965-1983, Commissions Department; Duplicate Procès Verbals, Publications Departments; Secretary of State Wade O. Martin, News Clippings 1951-1963; Rita Taft Collection 1912-1913 ledger books from Soulé College in New Orleans; and Thompson M. Wallace Collection photograph of Jimmie Davis.

JOIN SSA in BATON ROUGE

May 25-28

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Papers and Publications

Earl K. Long Library, University of New Orleans

Florence M. Jumonville, chair of the Louisiana and Special Collections Department, contributed an article to the Spring 2004 issue of *Library Trends*, a theme issue on "Pioneers in Library and Information Science." In "The Role of the State in the Organization of Statewide Library Service: Essae M. Culver, Louisiana's First State Librarian," Jumonville examines Essae Culver's influence on the early development of parish libraries.

At last summer's annual meeting of the Theatre Library Association, Jumonville presented "After the Ball Is Over and the Parade Passes By: Carnival Materials in New Orleans Libraries."

Louisiana State Archives

The Ottawa Archives is to present a recently completed article entitled "La Louisiane" in its *Revue Archives*, Volume 36, Number 2: Archives des Francophonies Nord-Américaines II, co-authored by State Archivist Dr. Florent Hardy, Jr. and Lafayette area historians Drs. Bruce Turner and Deborah Clifton.

Hardy recently submitted a solicited article entitled "Louisiana: A Sports Paradise" which was published in the Society of American Archivists' (SAA) Archival Outlook Newsletter, January/February 2005 issue. The article was used to highlight one of the many resources in Louisiana in preparation for the SAA's 69th Annual Meeting, which will be held in August in New Orleans.

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Exhibits and Events

New Orleans Public Library

The current exhibit on display in the Louisiana Division at New Orleans Public Library is "New Orleans Incorporated: 200 Years of the City Charter." On February 17, 1805, Governor William C. C. Claiborne approved *An Act to Incorporate the City of New Orleans* that had just been passed by the Legislative Council of the Territory of Orleans. With that act, New Orleans was officially an American city, after serving for eighty-three years as the capital of a vast European colony in North America.

Over the ensuing 200 years, the Louisiana Legislature amended the original charter hundreds of times and replaced it altogether six times. In 1950, the Legislature made it possible for New Orleans to adopt a home rule charter, an option quickly taken advantage of by the city fathers.

The library exhibit explores the 200-year history of city charters in New Orleans using original manuscripts, maps, and books from the City Archives and other Louisiana Division collections. It focuses on the geographical changes effected by several of the charters, on the structural changes to the municipal government, and on some of the personalities in-

involved in that history.

The exhibit was created by Wayne Everard, Archivist in the Louisiana Division, with design assistance from Assistant Archivist Irene Wainwright. It will remain on view in the display cases on the third floor of the Main Library through August. The exhibit, in its entirety, can also be viewed online at <http://nutrias.org/exhibits/charters.htm>.

Historic New Orleans Collection

The title of the Tenth Annual Williams Research Center Symposium on Jan. 8 was *English Spoken Here: Great Britain and Louisiana*. The daylong symposium featured scholarly presentations on Great Britain's imprint on Louisiana history. The moderator was Light T. Cummins, and speakers included Robin Fabel, David Fleming, Henry Taliaferro, H. Parrott Bacot, Jason Wiese, and Alfred Lemmon.

"Louisiana Sites and Citizens" was installed in January and will be on permanent exhibit at the Williams Research Center. Hours are 10 a.m. to 4:30 p.m., Tuesday through Saturday.

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Exhibits and Events (Continued from Page 9)

Continuing until May 7 at The Collection: “A Heritage of Faith: Christ Church Cathedral and Episcopal Louisiana, 1805-2005.” The exhibition traces the history of the church and tells the fascinating stories of notable personalities who shaped it.

Continuing until May 17 at Williams Research Center: “Tarnished Laurels: The British at the Battle of New Orleans.” The exhibition includes items drawn from The Collection’s rich holdings on the War of 1812 in the south, especially those that represent British interest and experience, including personal accounts of British military men from both the naval and ground campaigns.

Xavier University

Lester Sullivan, university archivist and head of Special Collections at Xavier University, presented “African-Americans and New Orleans Cemeteries: A Lecture on Myths and Mystery” on Feb. 17 in the 2005 Save Our Cemeteries Public Lecture Series. In a professional career managing and developing archival and library special collections focusing on the New Orleans’ African-American community, Sullivan has encountered many interesting and noteworthy details about the city’s famous cemeteries and the personalities buried within. His slide-filled lecture revealed what he has uncovered in his years of sleuthing.

Workshops

SAA

The Society of American Archivists will hold the workshop “Stylesheets for EAD — Delivering Your Finding Aids on the Web” on Tulane’s campus in the fall.

SSA

The Society of Southwest Archivists will hold two workshops in Baton Rouge in May:

Management of Photographic Collections, Wednesday, May 25 - Thursday, May 26 (two day workshop); Baton Rouge, sponsored by the Society of Southwest Archivists, Cost: \$185 (Members); \$200 (Non-members).

Grant Proposal Writing for Preservation and Digitization Projects, Thursday, May 26; Baton Rouge, sponsored by the Society of Southwest Archivists, Cost: \$85 (Members); \$95 (Non-members).

Louisiana State Archives

Michael Baimbridge, senior records analyst for the Southwest Region of the National Archives and Records Administration, presented a workshop entitled “Disaster Planning, Vital Records and Unforeseen

Disasters” commemorating Archives Week. The workshop was held at State Archives.

The Records Management Program at State Archives has been actively educating state and local agencies on the importance of records management and the state’s administrative rules governing records management (adopted in June 2003). The workshops will continue to be offered based on the demand and participant feedback from the 2004 workshops. State Archives staff are particularly pleased with the evaluations received from the 2004 workshops. The average rating of the presentation and content (based on a 5-point grading scale, with 5 being the highest) was 4.4. The evaluations and feedback will be used to develop additional training sessions planned for the future. In addition to meeting with individual agencies and offering free records management workshops for agencies on a monthly basis at the State Archives since September, the program also involved six state governmental and professional organizations (ranging from financial officers and auditors to municipal clerks and new police chiefs) to help disseminate information. By the end of 2004, the staff conducted 40 training sessions on rules and the importance of records management to more than 3,500 attendees.

Preservation/Conservation

Louisiana State Archives

State Archives' Conservation Lab has been cooperating with the Clerk of Court in West Feliciana Parish. Lab personnel have been working with the Clerk to help her select materials and formulate a strategy for properly packing and moving nineteenth century records which must be moved while the courthouse in St. Francisville undergoes renovation.

The lab is also in the final stages of rehousing several hundred photographs documenting the private and professional life of former East Baton Rouge Parish Sheriff Bryan Clemmons, who served in office from the 1950s until the early 1970s. Another on-going project is the rehousing of several oversized ledgers from the collection of Confederate records captured by federal troops at the end of the Civil War.

Online

David R. Poynter Legislative Research Library

The David R. Poynter Legislative Research Library will post its update of *Membership in the Louisiana House of Representatives, 1877-2008* on the Internet this spring. The membership listing includes all changes which have occurred in the proceeding year and brings the previous edition back in time from 1880 to 1877.

The Poynter Library's research to include all years since statehood is an ongoing project. For the years prior to 1880, the record is incomplete. The House Journals frequently omit first names and parishes from the initial listing of members at the opening of legislative sessions. House proceedings also do not indicate political party affiliation, which must be obtained from other sources.

Libraries or archives with information on individuals who served as members of the House of Representatives prior to 1880 are asked to contact Frances Thomas at: 225-342-5129. Information may be emailed to thomasf@legis.state.la.us.

The publication is available online at the Louisiana Legislature website, www.legis.state.la.us. Select "Legislators" from the maroon bar at the top of the page. The link to the publication is located on this page, under "Member Information."

McNeese State University

Last year, the Archives and Special Collections Department of Frazar Memorial Library began a project

to digitize and catalog its photographs for the Louisiana Digital Library. The "Historic Photographs of Southwest Louisiana," a digital collection, consists of a selection from the approximately 3,000 photographs held by the Archives Department. The Archives staff collected the photographs from individual donations, purchases, and photo fairs held in the area. The photographs document McNeese State University, Lake Charles, and the Imperial Calcasieu region from the early 1890s to the present.

Of particular note are the photographs Maude Reid collected. Miss Reid was the first public health nurse in Calcasieu Parish and established several free clinics for the poor. In addition to her work in public health, Reid served as the unofficial historian of Lake Charles, collecting photographs, postcards, pamphlets, and clippings into scrapbooks. Today her materials give researchers insight into daily life in Lake Charles from the 1890s to the 1950s.

Photographs in the collection also document major events in the area's history, including the Great Fire of 1910, the 1918 Hurricane, Prohibition rallies, and Hurricane Audrey in 1957. Other photographs follow the history of McNeese, from its inception in 1939 to the present. Finally, the collection includes images of historic homes and buildings documenting Lake Charles' unique architecture.

The digitization project arose as a result of an increase in research requests for photographs. Before the Library's participation in the Digital Library, users of the collection would have to visit the archives

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department in person to peruse the photographs or contact a staff member who must perform the research for the user. The inherent visual nature of photographs made the task of distant reference service difficult. The archives staff had only a rudimentary list of photograph titles to consult. The list does not include subject matter, descriptions, or format information. In responding to a photograph request, the staff member had to convert visual information into verbal information and communicate it to the patron. This task often proved tedious, time consuming, and frustrating for both the staff and patrons.

The Archives Department's photograph collection draws a diverse group of users, including national businesses using the photographs for promotional materials, faculty members documenting the history of the area, and McNeese undergraduate students using the images to support their class-work. The versatility of information in the photograph collection speaks to scholars of almost every academic discipline, from history, sociology, literature, and art to chemistry and graphic design. Internet accessibility has increased the overall use of the photograph collection exponentially by users from both inside and outside the McNeese community. In using the photograph collection for class work, students acquire skills in information literacy and historical research methodologies, as well as a greater understanding of the power of visual information. Finally, McNeese enjoys intangible benefits through worldwide exposure to truly unique items documenting the university and southwest Louisiana.

Northwestern State University

The Creole Heritage Center (CHC) of Northwestern State University in Natchitoches is making plans to produce an online archive about Creoles from Louisiana. *Creole Connections: An Online Archive about Louisiana Creoles* will be a model multi-media online educational and public central repository about the history and culture of Louisiana Creoles. It is the intention of the CHC to seek funding to support this project through entities such as the NEH. As a web based archive it will be available to a national

and international audience, including: K-12 teachers and students, academics, researchers and communities. While *Creole Connections* is not designed to be a sole resource, it will offer a comprehensive selection and wide range of multi-media content into one easily searchable e-archive. The foundation of the resource will be the collection of content composed of text, images, and audio- and video-streamed media, in languages to include English, French, Spanish and the Créole dialect. It will also include an annotated catalog of print, archival and web-based resources about Louisiana Creoles from other collections, libraries and repositories. The educational component will include suggested lesson plans and engaging activities for the K-12 users, integrating technology into humanities education. *Creole Connections* will be designed for ease of use and access by the cross section of users, with accessibility standards met, and for continual expansion of the e-archive multi-media material content. Through the use of innovative technology, a multi-media historical record of the Louisiana Creoles, past and present, will become liberated.

A brainstorming session of all interested parties to discuss this project will be held in Natchitoches on June 1. For more information contact Janet Colson, Assistant Director, or Michelle Pichon, Creole Studies Coordinator. They can be reached by phone at the CHC: 318-357-6685; or by email: creole@nsula.edu.

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Louisiana State Archives

Thanks to the efforts of the New Orleans Volunteer Association, the State Archives has recently uploaded the Orleans Parish Marriage Index by Groom from 1905-1911 for access in the Research Library or online at <http://www.rootsweb.com/usgenweb/la/orleans.htm> .

News from LAMA Institutions

The Cammie G. Henry Research Center of Northwestern State University

Dale Sauter left the Research Center in late January for a position with East Carolina State University. He is now their Archivist in charge of the EAD project for the East Carolina State University Archives.

The Assistant Archivist position at the Research Center is frozen until further notice.

Louisiana State Archives

Secretary of State Fox McKeithen has formally opened the Multimedia Archives and has distributed a brochure describing its research resources. This is a continued effort to encourage historical literacy through the "For the Sake of History" campaign.

Patrons who have not yet seen the on-going changes to the front of the State Archives recently may not recognize the building the next time they visit. What they will see is a new decorative security wall encircling the front of the building, part of a multimillion dollar state project to enhance traffic flow on Essen Lane. Also greeting guests to the State Archives will be a landscaped front lawn and new flagpoles flying the ten flags that have flown over Louisiana. Visitors will likewise discover that entrance and departure routes are improved with the

installation of traffic lights at Essen Lane and Archives Avenue. The project will also include the additions of a fifth lane to Essen Lane and an access ramp connecting Essen Lane with Interstate 12 East.

Several collections housed at Louisiana State Archives were featured in this year's Louisiana Comprehensive Annual Financial Report for the fiscal year ended June 30, 2004. Entitled *Treasures from Louisiana State Archives: Louisiana's Historical Jewelry Box*, the cover of the report features a photograph of the building as well as a collage representing several collections available at State Archives. The publication is prepared annually by Louisiana's Division of Administration.

Presentations concerning the resources available at State Archives were made to the Baton Rouge Arts Guild, Baton Rouge Desk and Derrick Club, Baton Rouge St. Andrew Society, False River Academy French Class, the Louisiana Clerical Association, and a Southeastern Louisiana University History Seminar.

Heir Hunters of California, a business that locates missing heirs, filmed a portion of its research for a missing person in the Research Library. Not only did they find records of the intended party; they were especially happy to locate records on the individual's sister also.

Papers and Publications (Continued from Page 9)

New Orleans Public Library

Wayne Everard's essay "Louisiana's 'Whig' Constitution Revisited: The Constitution of 1852" was re-

printed in *Antebellum Louisiana: 1830-1860, Part B, Politics*, Volume IV in *The Louisiana Purchase Bicentennial Series in Louisiana History* (Center for Louisiana Studies, 2004).

Join Louisiana Archives and Manuscripts Association

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Today's Archivists: Building Bridges to the Future — in Baton Rouge!

The program for the 2005 Society of Southwest Archivists meeting in Baton Rouge, La., May 25-28, reflects the interests of today's archivist's work. Today's SSA archivists bridge the past to the future through cooperation and collaboration in the present.

This year's program kicks off with a plenary session with Richard Pearce-Moses, author of the new updated glossary for archivists. The twelve break-out sessions on Friday and Saturday morning cover topics from perennially popular processing and outreach presentations to more specialized areas such as records management, oral history, and state historical records advisory boards, all delivered by a slate of outstanding speakers. For more detailed information on the program, look forward to receiving the pre-registration packet in February.

If you're looking for more money with which to process, house, digitize your collections (and who isn't looking?), check out the "Federal Funding Opportunities" session featuring a grants officer from the National Endowment for the Humanities. Listen to representatives from State Historical Records Advisory Boards report on activities in their states. Learn "New Tricks from an Old Dog," in the session on local government records. Speaking of records, two speakers will present a "Functional Approach to Retention Scheduling." If you're wanting updates on digital projects, don't miss "Building Bridges from Bytes," a look at several projects that range in scope from multi-state to local. If you are in a mood for politics, then you will want to attend two sessions that cover processing, outreach, acquisition, and donor relations of political collections. For anniversary lovers, drop by "The WPA's 70th Anniversaries" and find out about the various projects going on in New Orleans and throughout Louisiana that address WPA records. Interested in oral history? Then check out "Bridges of Memory: New Directions in Oral History," where you'll hear members of the New Orleans Oral History Roundtable discuss collaborative projects currently underway. In "Records of Reconstruction," speakers will highlight the important as-

pects of records that were instrumental in meeting new challenges in a new South. Feeling artsy? Then you'll be interested in "Collecting the Papers of Early Texas Artists," a report on a cooperative effort to document the life and careers of artists. Finally, you can look forward to student research presentations and an entertaining take on Louisiana politics from LSU Associate Professor of Political Science Wayne Parent, who will speak at Saturday's breakfast.

Pre-conference workshops also offer great continuing education opportunities. Based on feedback from last year's meeting, the professional development committee has organized two workshops for Baton Rouge. First, the two-day workshop "Management of Photographic Collections," will be offered on May 25 and 26. Instructors for the course are Laurie Baty and Martha Mahard, the same team who teach the workshop for SAA. The session will help you administer photographic collections effectively. Topics include identification and dating of materials, recognizing special problems of graphic materials, gaining control of large quantities of materials, and identifying procedures for arrangement and description, preservation, reference, and access. This workshop will not specifically address digitization and copyright issues. "Grant Proposal Writing for Preservation and Digitization Projects" will be offered on May 26. This one-day workshop, sponsored by OCLC and taught by Tom Clareson, focuses on preparing for and writing grants for digitization and/or preservation projects. The workshop will cover matching your institution's project with the appropriate funding agency and preparing to write a proposal. The majority of the day is spent covering the elements of a grant proposal, with hands-on practice in preparing a proposal. Evaluating appropriate funding sources and project preparation will also be discussed. Registration is \$85. Plan on taking advantage of either of these great opportunities! Look for more information in your registration packets, or

(Continued on Page 15)

contact Beth Silbergleit (bsil@unm.edu or 505-277-0060).

Attractions in and around Baton Rouge also offer the opportunity to learn something, and this year's Saturday afternoon tours feature two historically important and entertaining tours: one to Port Hudson State Historic Site, the other to Audubon State Historic Site. Port Hudson was the last Confederate strong point on the Mississippi River and site of the longest siege in American history. From May 22, 1863, until surrendering on July 9, 1863, approximately 7,500 Confederates, dug in behind four and a half miles of earthworks and camouflaged by wooded ravines, held off repeated attacks by 40,000 Federal troops. Our tour will be led by Harry Laver, assistant professor of history at Southeastern Louisiana University. We will visit the museum for a short film about the battle, see the exhibits, and witness a weapons demonstration that will include small arms and possibly an artillery demonstration. Harry will then lead us on a march through the battlefield itself.

Bird-lovers and historic-house afficianados alike will enjoy the tour to the Audubon State Historic Site, home of Oakley Plantation. Nestled in the beautiful Feliciana hill country north of Baton Rouge, John James Audubon arrived there in 1821 and was hired to tutor Eliza Pirrie, the daughter of the owners of Oakley. Audubon's stay was short-lived due to a disagreement with Mrs. Pirrie, but he completed or began 32 bird paintings while at Oakley. We aren't sure how successful Audubon was at teaching Eliza how to draw, but we know you will enjoy a visit to the museum with a film about the plantation and Audubon's visit to the Felicianas, the guided tour of Oakley House, which was built in 1806, and a walk through the restored formal and kitchen gardens. We will also see two slave cabins, giving us a glimpse into how slaves lived, and the barn which houses horse-drawn vehicles and farm implements. Time permitting, tour participants will also have a chance to walk around historic St. Francisville. Both tours are \$25 each.

You needn't go much farther than the hotel, how-

ever, to see many of Baton Rouge's best sites. The meeting's headquarters are at the Sheraton Baton Rouge Convention Center Hotel, located in downtown Baton Rouge, just steps away from the Mississippi River, the Louisiana Art and Science Museum, IMAX theater, the Irene W. Pennington Planetarium, U.S.S. Kidd, the Louisiana Old State Capitol, and Argosy Casino. A short, free trolley ride away are the Arsenal Museum, New State Capitol, and many other attractions. Rooms are \$89 single or double occupancy, and additional occupants will be charged \$10 per person/per night. Rooms are subject to a per room/per night room tax (currently 13 percent). The conference rate is good the nights of Wednesday, May 25 to Sunday, May 29. Room reservation deadline is April 25, 2005. Contact the Sheraton at 102 France Street, Baton Rouge, LA 70802; (phone:)225-242-2600; (fax): 225-242-2601; www.sheraton.com and tell them you are with the SSA meeting.

SSA'ers will have a chance to get a closer look at one of the city's architectural gems during the Thursday night reception at the Old State Capitol, one of the most distinguished examples of Gothic architecture in the United States. Completed in 1849 and burned during the Civil War, today it houses exhibits and the Center for Political and Governmental History. Visit their website at Friday night, attendees will get a glimpse of the way preindustrial Louisianians lived at the LSU Rural Life Museum. Through its extensive collection of tools, utensils, furniture, and farming equipment, the museum preserves and interprets an important part of the state's and nation's rural heritage.

Registration packets were mailed out in February. For more information, see www.southwestarchivists.org or contact Tara Z. Laver (tzachar@lsu.edu) or Mark E. Martin (mmarti3@lsu.edu), co-chairs of the Local Arrangements Committee.

JOIN LAMA

SAA Annual Meeting Set for New Orleans in August

by **Ann Wakefield**

Archivists from far and near will travel to New Orleans for the 2005 Annual Meeting of the Society of American Archivists. The national convention takes place August 15-21 at the Hilton Riverside.

Founded in 1936, SAA has approximately 3,100 individual and 500 institutional members. Nearly 1,500 archivists attended last year's meeting in Boston. Several archivists from the Society of Southwest Archivists' six-state region will play an active role in the 2005 meeting.

Two days of pre-conference workshops, seventy-two educational sessions, specialty area roundtables, the archivists' career center, SAA bookstore, the archives and technology trade show, and a variety of social events are scheduled for the 2005 conference. One of the most popular parts of the annual event is Archives Unplugged, a series of seven sessions on archives fundamentals conducted by respected professionals in the archival field.

SAA President Randall Jimerson of Western Washington University will give the presidential address, and Ambassador Andrew Young – a New Orleans native – has been invited to deliver the keynote speech.

Alfred Lemmon, director of the Williams Research Center and chair of the local host committee, said SAA visitors will be able to see New Orleans in a light not immediately visible to tourists. "New Orleans is often thought of as 'the city that care forgot,' but it is truly a very caring and philanthropic city," he said.

Among New Orleans repositories holding open

houses for the visiting archivists are Tulane University Manuscripts Department, Newcomb College Center for Research on Women, Amistad Research Center, The Historic New Orleans Collection, and the N.O. Notarial Archives Research Center.

Tour offerings include tours of Vieux Carré architecture, the Garden District, African-American legacy, Mississippi River plantations, New Orleans cooking, and Louisiana swamps.

Louisiana archivists and researchers taking part in the educational sessions include Elizabeth Dow of Louisiana State University and Yvonne Loiseau of Louisiana, on the Southeast Archives Education Collaborative; Bruce Boyd Raeburn of the Hogan Jazz Archive at Tulane University, on the role of academic repositories in preserving jazz; Brenda Square of the Amistad Research Center in New Orleans and Angela Proctor of Southern University in Baton Rouge, Louisiana, on a model for archival training developed by the HBCU Archives Institute; Shaguna Campbell of the Amistad Research Center, on reference services and the technology explosion; and Ann Wakefield of New Orleans Notarial Archives, architect Robert J. Cangelosi, and historian Judith Bethea, on architectural records in New Orleans.

Registration to the annual meeting is open to members and non-members. The SAA Web site (www.archivists.org) has registration information.

Alfred Lemmon chairs the host committee, and Lee Miller serves as co-chair. Committee members are Carol Bartels, Kathie Bordelon, Mark Cave, Florent Hardy, Irwin Lachoff, Lewis Morris, Charles E. Nolan, Rob Sherer, Brenda Square, and Ann Wakefield.

Southern Archivists Conference

The 2006 Southern Archives Conference is scheduled for April 19-21, 2006, in Lafayette.

The site of the conference is the Lafayette Hilton,

with at least one event anticipated at the University of Louisiana at Lafayette.

From the Web

Academy of Certified Archivists

The following people are Louisiana members of the Class of 2004 of the Academy of Certified Archivists:

- ◇ Emilie Leumas of Baton Rouge
- ◇ Dale Sauter of Natchitoches
- ◇ Glenda Sharbono of Shreveport

The 2005 ACA examination will be given on August 17 in New Orleans.

(Source: ACA website)

National Archives and Records Administration

(Vision Statement)

The National Archives is a public trust on which our democracy depends. We enable people to inspect for themselves the record of what government has done. We enable officials and agencies to review their actions and help citizens hold them accountable. We ensure continuing access to essential evidence that documents:

- ◇ the rights of American citizens
- ◇ the actions of federal officials
- ◇ the national experience

To be effective, we at NARA must do the following:

- ◇ determine what evidence is essential for such documentation
- ◇ ensure that government creates such evidence
- ◇ make it easy for users to access that evidence regardless of where it is, where they are, for as long as needed
- ◇ find technologies, techniques, and partners worldwide that can help improve service and hold down cost
- ◇ help staff members continuously expand their capability to make the changes necessary to realize the vision

(Mission Statement)

NARA ensures, for the citizen and the public ser-

vant, for the President and for the Congress and the Courts, ready access to essential evidence.

(Values)

To succeed in our mission, all of us within NARA need to value the following:

- ◇ Risk-taking: experiment, take chances, try new ways, learn from mistakes, be open to change
- ◇ Communication: propose ideas, dialogue with others, develop trust, and act openly, honestly, and with integrity
- ◇ Commitment: be responsible, accountable, and always willing to learn
- ◇ Loyalty: support the mission, help fellow workers, proceed as a team, and recognize that our government and our people truly need our service

(Source: NARA website)

National Association of Government Archives and Records Administrators

(Mission)

The National Association of Government Archives and Records Administrators (NAGARA) is a professional organization dedicated to the effective use and management of government information and publicly recognizing their efforts and accomplishments;

(Core Purpose)

. . . is to promote the availability of our documentary legacy by improving the quality of records and information management at all levels of government

(Vision)

. . . is to be acknowledged as the primary organization and leading authority on government archives and records issues

(Source: NAGARA website)