

# EASY ACCESS



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James Ivory on location with Maggie Smith filming *A Room with a View*.  
Photo by Sarah Quill, © Merchant Ivory Productions, courtesy of Special Collections, University of Oregon Libraries

## Director's Cut

The award-winning filmmaker James Ivory has given a major collection of his papers to Special Collections at the University of Oregon Libraries. See page three for more details.

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## *President's Message*

For those of you who hear me gripe about the length and breadth of Montana winters, I am happy to report that spring is here in all its blooming glory. My drive to Great Falls yesterday for the semi-annual meeting of the Montana State Historic Records Advisory Board was stunningly beautiful; it's hard to beat the Rocky Mountain front at this time of year. We are all fortunate to practice our profession in such a beautiful place as the Northwest.

It was wonderful to see so many Northwest Archivists folks in Sacramento last month. It provided many of us with not only good company, but (mostly) sunny weather and a chance to eat some excellent Mexican food. Both conversations and the formal evaluations of the conference showed that attendees enjoyed the chance to meet and renew connections with our California colleagues. NWA was well-represented on the program, and several of our speakers made presentations that were named "best of the conference" by attendees. People also spoke highly of the workshops offered by the Society of American Archivists, OCLC, and the Society of California Archivists. And I hope that everyone got to enjoy Friday night's dinner at the California State Railroad Museum, which was impressive in its scale and excellent interpretation.

There was a downside, however: only about 45 NWA members were able to attend—about half of what we usually see at our annual conference. When we accepted SCA's invitation to meet with them in Sacramento, we did know that we risked this very situation. We did not fully foresee the downward spiral of state and other budgets that would put the meeting out of reach of so many.

Naturally, this was a topic for discussion at the business meeting. As a regional organization, it is vitally important that our annual conferences re-

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### **EASY ACCESS**

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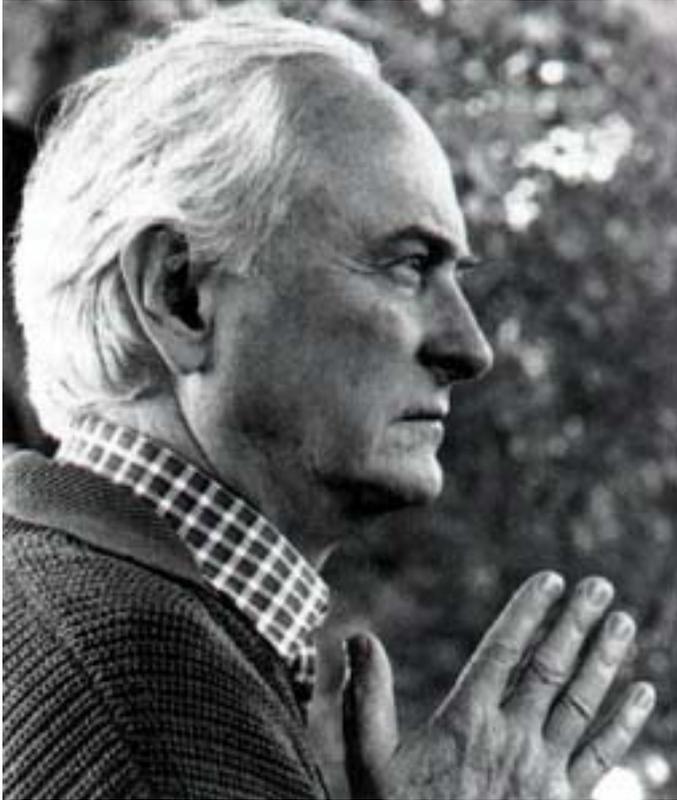
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## Filmmaker James Ivory Donates His Papers to the University of Oregon

—Linda Long, University of Oregon



James Ivory, Photo courtesy of University of Oregon

Award-winning filmmaker and UO graduate James Ivory's recent donation of papers to the UO Libraries Special Collections is a gift of enormous proportions. The papers, which include production files, screenplays, photographs, correspondence with actors and actresses, filmmaking notebooks, press kits, movie reviews, costume samples and more, offer a start-to-finish view of the filmmaking process. The papers are a virtual treasure trove for film historians and students of film and offer an incredible through-the-lens look at the complexities of filmmaking, the career of a prominent contemporary filmmaker and the artistic development and process of a creative mind.

The documents date back to 1947 and include some

of Ivory's class papers from the UO, along with letters to his family and other personal correspondence. Ivory himself did a preliminary sorting and identification of some of the papers—currently measuring 80 linear feet of material—providing handwritten notations explaining many of the documents. An exhibit entitled *Director's Cut: A Selection from the Papers of Filmmaker James Ivory* is currently on display in the Knight Library at the University of Oregon through June 30<sup>th</sup>; it offers a rich sample of pieces from the collection. Additions to the collection are scheduled to come periodically in the future; the collection currently represents films up to *Howards End* (1992). Future accessions will include the films *Jefferson in Paris*, *Remains of the Day*, *Surviving Picasso*, *A Soldier's Daughter Never Cries*, *The Golden Bowl*, and so on.

Ivory's early ambition to become a movie set designer drew him from Klamath Falls to the University of Oregon, where he enrolled in the School of Architecture and Allied Arts, earning his B.A. degree in 1951. Ivory credits legendary UO art professor Marion Ross and painting teacher Jack Wilkinson with training his eye for visual images.

Ivory's later partnership with producer Ismail Merchant and novelist-screenwriter Ruth Praver Jhabvala led to the formation of the production company Merchant Ivory, which has released nearly forty films that have earned thirty Academy Award nominations. Ivory's two most famous films, *A Room with a View* (1985) and *Howards End* (1992), each won three Academy Awards.

Ivory's latest film, *Le Divorce*, is set for release in summer 2003. Based on the award-winning novel by Diane Johnson, the film is set in Paris and stars Kate Hudson, Naomi Watts, Glenn Close, Stockard Channing, Leslie Caron, and Sam Waterston.



## NWA Board Meeting Minutes

### Northwest Archivists, Inc. Board Meeting Minutes Thursday, April 10, 2003

Present: Jodie Foley, Jodi Allison-Bunnell, John Bolcer, Diana Shenk, Linda Morton Keithley, Linda Long, Elizabeth Joffrion, Larry Landis, Terry Badger, David Kingma & Diana Banning.

Meeting was convened at 1 p.m. PST, President Jodie Foley presiding. Prior minutes were approved.

#### Agenda:

1. *Treasurer's Report:* Banning - See attached report.
  - 1a – Interest on account – Discussion regarding the types of accounts available to NWA through the current bank, Wells Fargo. Board asked Diana to check on what the current interest is on the various options and to send to the board members. Board decision was to find the higher interest bearing option without incurring undue fees.
  - 1b – Non-profit status – Banning's report regarding the current status of Todd Welch/Banning's attempt to get non-profit status for mailing. Banning has been unable to get the Post Office representative to return correspondence. Discussion about getting federal status on non-profit. Joffrion volunteered to work with Banning on getting non-profit status. Both will look into current status, what the association needs to do to file and costs. Report to the board before the next quarterly meeting.
 

Bolcer brought up idea of using bulk mailing rates in the meantime, but the question came up regarding the minimum number needed to qualify for bulk rate. Bolcer will look into this.
  - 1c – Northwest Quarterly – Landis noted that no

expenditure had been made to NWQ for the 2002/2003 year. Since no bill had arrived from NWQ, no payment had been sent. Landis would like to see if the association could increase support to NWQ. Foley will put this idea before the membership at the business meeting. Landis wondered if it might be possible to put NWQ support as a permanent item on the business meeting agenda.

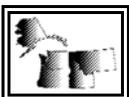
1d – 2003 Conference – Joffrion announced that this conference should be okay in regards to finances. She thought that we should at least break even. Attendance numbers: SCA 135-140 NWA 40. SCA will take care of the finances and let us know. Banning stated that she would like a copy of the final report.

2. *Membership Coordinator's Report:* Shenk We currently have 235 members, which is an increase of 6 since January 31<sup>st</sup>. While new memberships are up we are losing money because there are 60 members who have not renewed since 2001, but they are still receiving Easy Access. Shenk is implementing the new renewal procedures approved by the board and the first renewal notices will go out in April, with 2<sup>nd</sup> notices going out in June. Those not renewing by July will be purged from the membership list in August.

Landis was wondering if we could let those in arrears know so they could pay. Shenk indicated that everyone has been notified and only a few took care of their dues.

Shenk wanted clarification regarding those who join mid-year. Should we have a mid-year cut-off, with those who join after January 1 given the extra time on their membership? Discussion regarding people paying at the conference. It was decided that people could pay at the conference, and that a reminder could be put in the conference packet.

*(Continued on page 5)*



*(Continued from page 4)*

However, we want to separate the conference fees from the membership dues.

Discussion regarding retirees who should be receiving free memberships. We want to make sure that they are designated in the membership rolls so they are not dropped.

### 3. *Nominating Committee:* Landis

There was only a 16% ballot return rate. As an association, we need to do a better job of voting. Discussion regarding adding electronic voting. Allison-Bunnell wondered if the number of returns was similar to those who are active in the association. While there were a couple of nominations, Landis and Andrea Bettger had to solicit most of the nominees. There was a tie for the Alaska state representative. There are no guidelines in the by-laws for dealing with ties. Foley will announce that there is a tie, and that there will be a run-off between the two or that they may agree to serve as co-representatives.

An additional issue: people are voting for all state representatives, not just their own state rep. A question ensued regarding the wording of the by-laws. Foley will ask membership if they want to add to the by-laws wording to deal with ties and to clarify voting procedures.

Landis stated that it would be best if nominations for positions would be declared by early January.

### 4. *Retirement Recognition Committee:* Landis

There are no new honorees this year. Larry Dodd will be honored next year. A reminder was made that retiring doesn't automatically garner being honored by the association – there are criteria to be followed in selecting honorees. A possible idea to feature people in the March Easy Access.

### 5. *Scholarship Committee:* Kingma

The Professional Development scholarship was

awarded to Elizabeth Uhlig, who will use it to attend SAA.

There were no applications for the Student at Large scholarship. There is a problem getting the students involved. Bolcer reported that the University of Washington's I School has students who are interested in archives and preservation, but are not getting support from the dean. It was decided that we should get the word out to them for next year's scholarships.

Reminder that the At Large scholarships are available to those involved in distance learning.

Long suggested a new Minority scholarship as a way of encouraging new members. Kingma agreed, but thought we should first develop a better track record before adding a new scholarship. Allison-Bunnell suggested adding a minority status to the criteria might help, but also might present an affirmative action issue. Howe thought that advertising and targeting students for the scholarship would be essential. Foley will introduce the issue of a Minority scholarship at the Business Meeting.

Kingma thinks that we need to pitch the scholarships more. Another idea: perhaps using the money not awarded to send to SAA for their scholarship fund. Howe suggested that if we are considering another scholarship that we may want to increase the amount in the fund to more than \$1400.

Joffrion wanted to know when we wanted to award the scholarships. We can do it at the dinner or at the Business meeting. We will introduce the board and announce Uhlig's award at the dinner and will announce students at the Business meeting.

### 6. *Repository Directory Taskforce:* Long

Landis was to assist Long with creating an on-line form, but the project has stalled. Shenk and Allison-Bunnell both said they would be happy to help.

*(Continued on page 6)*



*NWA Board Meeting:*  
(Continued from page 5)

Landis stated that it would be nice to have some other institutions. Foley mentioned the possibility of getting a paid intern to do some of the work.

7. *Easy Access:* Bolcer

Bolcer now has Adobe Acrobat Distiller and can create PDF files of some of the back issues of Easy Access. Would like to know when to begin. Foley wants him to begin as soon as he can.

Landis would like to see the minutes on the website.

Question regarding going with only electronic Easy Access, but members believe a tangible copy is preferred at this time.

Howe is trying to get the publications committee going. They are meeting later in the day. Questions to be asked: what type of web presence; possible monthly newsletter; possible online journal. There is a group who is trying to launch a published journal of NW archival and curatorial issues. This effort needs institutional support. Additionally, a question has come up about NWA's logo. Are we happy with it, do we want to update or redesign? Perhaps we can use a student to help redesign. Do we need a membership survey to see what is wanted regarding publication?

Foley asked if a report could be made at the business meeting.

Bolcer reported that he is looking into getting a domain name for the association. He is unsure of the cost at this time, but thinks it may be around \$50.

8. *IMLS Grant:* Foley

SAA has approached NWA for its support and participation in a grant they are writing, entitled: "A Census and Educational Needs Assessment of Archivists of the US". This grant is an outgrowth of

NFACE and if they get the grant, they will want a representative to go to 2 meetings (paid for by the grant) and a copy of the membership list. They also want a letter of support from the board. Discussion resulted in support for the grant, but some concern about the mailing list. We would like to give people the option to opt out. Board decided to participate. Foley will follow up.

9. *Procedures Manual:* Bolcer

Bolcer printed up copies of the manuals and distributed them to members of the board. Copies will also be given to new members of the board and chairs of the different committees. Copies will be sent to NOHA and SCA.

10. *2004 Annual Meeting:* Badger

Badger thanked Joffrion and Shenk for their assistance

The dates are set for May 6-8. The local arrangements committee has already had 2 meetings. There is only 1 hotel in Olympia that can accommodate the group: the Olympia Red Lion. The committee may increase the room blocks in order to reduce the meeting room fees, but it looks like the rooms will cost \$79. The hotel has been recently remodeled. The only down side is that the hotel is by itself and a little ways into town. They are planning to do as much as possible at the hotel.

Badger suggested that final annual meeting reports be submitted to the Secretary. Conference information will be sent to Allison-Bunnell who will disseminate.

The consensus was to accept the proposed hotel as the conference hotel. Program chairs are still needed.

Local Arrangement Committee members: Terrance Badger (chair), Jerry Handfield, Peggi Thornton, Ken House, Andrea Taylor, Anne Kilgannon.

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## NWA 2003 Treasurer's Report

Account balance has been corrected to reflect bank balance - \$200

### *Financial Reserves:*

The responses that I received from MARAC and SCA indicated that both organizations keep a reserve account.

- SCA keeps 6 month operating reserve (their financial advisor recommended 3-4 months). The reserve is in a money market account with checking privileges.
- MARAC keeps one year's operating expenses in reserve.

Our Wells Fargo account is a "Basic Checking with Interest" account. This type of account charges a \$6.00 maintenance fee per month but waives the fee if we maintain a \$5,000 daily balance or \$10,000 average ledger balance. Additionally, we do earn interest at .05%. Some options through Wells Fargo:

- Business Market Rate Account - fee waived with \$2500 daily balance, interest compounded daily and depends on balance.
- See book

During a two-year cycle, our account peaked at \$18,377 before the 2001 annual meeting and dipped to \$4,100 during the 2002 annual meeting. We maintain a fairly consistent average balance of \$6-8,000.

We now have one debit card and will be getting one for John Bolcer to use for Easy Access.

*Non-profit status mailing* - in keeping in Todd's tradition, I have not had much success getting the person at the Portland Post Office to contact me. What is holding us up in the question regarding our status is the issue of evidence of nonprofit status. According to the USPS booklet, we need to provide a tax exemption letter from the IRS or submit a

complete financial statement from an independent auditor. The question before the USPS representative is whether they will accept our Idaho Incorporation papers as evidence of nonprofit status. Additionally, we will need to provide supporting documentation: budget, financial statement, newsletters, etc.

**NWA Balance 4/23/2002** **\$10,290.71**

### Receipts

Conference receipts 2002

*(includes membership dues*

*collected during conference)*

\$5,101.62

2002/03 Membership Dues and

Vendor Advertisements

\$2,035.18

Interest from checking account

\$3.76

Corrected Balance to corporate account<sup>1</sup>

\$200.00

**Total Receipts 4/23/2002 - 4/08/2003**

**\$7,340.56**

### Expenditures

Conference Expenses 2002

\$4,909.33

Easy Access printing

\$1,260.72

Easy Access postage

\$637.03

Directory printing

\$309.80

Directory postage

\$126.00

Directory miscellaneous

\$31.97

Miscellaneous supplies and postage

\$222.69

Banking Charges<sup>2</sup>

\$9.50

NWA Scholarships

\$1,100.00

**Total Expenditures**

**4/23/2002 - 4/08/2003**

**\$8,607.04**

**NWA Balance 4/08/2003**

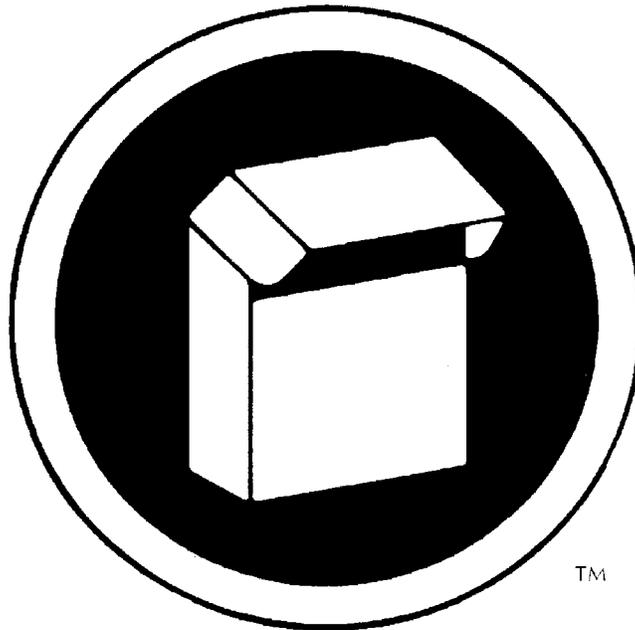
**\$9,024.23**

<sup>1</sup> During 1/31/2003 Board meeting, correction to corporate checking account to reflect bank balance was approved

<sup>2</sup> Discontinued returned check service



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# NEWS FROM THE NORTHWEST . . . *Alaska*

## Alaska State Library Historical Collections (Juneau)

### *Recent Accessions:*

- Jacques and Marion Jacobsen Collection, ca. 1850-1955. 4 linear ft. (6 boxes). Stereographs, primarily by Keystone View Co., cabinet photographs, glass plates, lantern slides, and ephemera of Alaska, the Yukon, British Columbia, and the Arctic. Some of the photographs were taken by a U.S. Coast Guardsman on the *U.S.S. Haida*, 1922-1925, in the Aleutian Islands and Bering Sea. Collection also includes an album of photographs and memorabilia collected by First Lt. Marion Mogensen (Jacobsen) during her tour of duty as a flight nurse at the Air Force hospital in Anchorage, 1954-1955. Collection is being processed: PCA 423.
- S. Hall Young Papers and Photographs, ca. 1881-1927. 2.5 linear ft. (6 boxes). Correspondence, S. Hall Young's writings, U.S. District Court decree, memorial announcement, pamphlets, passenger list from *S.S. Queen*, papers, publications, photographs and glass plate negatives. Young organized the first Presbyterian Church in Alaska at Wrangell in 1879 and later was appointed superintendent of all Alaska Presbyterian missions. His collection reflects his mission work in Alaska. Collections are being processed: PCA 443, MS 203.
- Charles H. McNeil Papers and Photographs, 1904-1949, 1.5 linear ft. (2 boxes). Correspondence, records of supplies and expenses, oil, gas, and mining claims and other claims information, family genealogy, memorabilia, and photographs. The collection is a gathering of family records contributed by several branches of Charlie McNeil descendants. McNeil River State Game Sanctuary and Refuge is the site of Kamishak or "McNeil Ranch," the area of Charlie McNeil's cabin and claims. Collections are being processed: PCA 442, MS 202.

## National Archives and Records Administration—Pacific Alaska Region (Anchorage)

***Federal funding approved.*** In February, President Bush signed the FY03 Omnibus Appropriations bill, which included funding requested by Senator Ted Stevens (R-Alaska), for \$3.75 million for land acquisition in Anchorage to build a new National Archives and Records Administration (NARA) facility. The funds will be used to reimburse the General Services Administration for land acquisition services and for the purchase of approximately 10 acres of land. The new facility is expected to be 72,000 square feet, with 180,000 cubic feet of storage capacity. There will be public reading rooms and space for federal agencies to store their permanent and temporary records. No site has been selected for the new building. Congress has approved no funds for building construction.

### ***Photograph duplication projects:***

- Record Group 22 (U.S. Fish and Wildlife Service). Records of the Pribilof Islands Program: Administrative Records, 1888-1987. Duplication work has been completed on producing copy negatives and reference prints for 1,448 items. The prints depict daily life of the Aleuts on the Pribilof Islands; the fur seal killing grounds on St. Paul and St. George Islands; operation of the seal processing plants; the build-up of the Native community by the construction of housing, schools, and other structures; and the federal government's role in managing the islands. The Pribilof Islands are the world's breeding ground for the northern fur seal.
- Record Group 77 (Office of Chief of Engineers). U.S. Army Corps of Engineers.

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## NEWS FROM THE NORTHWEST . . . *Alaska*

(Continued from page 9)

Alaska District (Fort Richardson, Alaska). Historical Photographs, 1950-85 (ca. 11,905 items). As part of a multi-year project, 3,200 black and white negatives are being produced for a portion of this collection. Funding has been approved to continue duplication of additional images. The collection is a particularly rich source of images relating to the Cold War in Alaska. There are photographs of U.S. Army and Air Force installations, including Aircraft Control and Warning Stations, Distant Early Warning Radars (DEW Line) stations, Nike Hercules Missile sites, the Fort Greeley Nuclear Reactor Plant, Ladd Air Force Base and Fort Wainwright in Fairbanks, and Fort Richardson and Elmendorf Air Force Base near Anchorage.

- Record Group 342 (U.S. Air Force Commands, Activities, and Organizations). Records of the Alaska Communications System, 1900-61. Duplication work has been completed on producing copy negatives and reference prints for 2,377 items. These records include two Washington-Alaska Military Cable and Telegraph System (WAMCATS) photograph albums (ca. 1900-1925, 200 items). The albums contain images depicting events surrounding the Klondike and Alaska Gold Rushes (1896-1914), U.S. Army transports plying the Yukon River, early settlement of Nome (1900), and of the systems of telegraph lines in cable offices throughout Alaska. Other photographs show the cableships U.S.S. *Burnside* and *Dellwood* and other cableships, ACS stations, Alaska Defense Command radio net, ALCAN Highway Telephone, and military communications on the Aleutian Campaign (1942-45) front. The collection includes the nine-volume "History of the Alaska Communications System" (1945).

### University of Alaska Anchorage— Archives and Manuscripts Dept.

**Building nearing completion.** The archives staff are busy packing and preparing for the move into the new facility which is scheduled to occur in July. For photographs of the new library building, see <http://www.lib.uaa.alaska.edu/webgroup/gallery.php3>

### University of Alaska Fairbanks— Alaska and Polar Regions Dept.

**New archivist.** Susan McGoey has joined the Archives and Manuscripts unit as project archivist for the Elmer E. Rasmuson Papers. She holds a Masters of Archival Studies (MAS) from the University of British Columbia, has worked in the Special Collections Department at UBC, and served an internship with the Countway Library of Medicine at Harvard University. She has lived and traveled in the Caribbean, Europe, Greece and Asia and loves to travel and experience different places, which, she says, "is one of the reasons Alaska appealed so much to me."

McGoey will be ably assisted by Lisa Morris, PhD, a graduate of UAF's interdisciplinary doctoral program and a familiar face in the APR research room.

**Collection opening.** The Archives and Manuscripts unit recently completed processing the Ernest Gruening (D-AK) Papers. The collection documents the life and career of the former journalist, civil servant, governor, and U.S. senator. The nearly 500 cubic feet of documents span the years 1914 to 1974, with the bulk of the materials dating from his term in the Senate (1959-1968). The records include correspondence, diaries, speeches, writings, subject files, news clippings, publications, photographs,

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## NEWS FROM THE NORTHWEST . . . *Idaho*

*News from the Northwest...Alaska*  
(Continued from page 10)

and memorabilia. Subjects well represented in the papers include Alaska's campaign for statehood, public works in Alaska, population control, aviation, disasters, natural resources, and foreign relations—especially Vietnam. Also among the papers is a small collection of Dorothy Smith Gruening's correspondence and guest books. An unpublished finding aid is available and an electronic version will shortly be posted to the archives' website at [www.uaf.edu/library/apr/index.html](http://www.uaf.edu/library/apr/index.html).

**Renovations Nearing Completion.** The Film Archives is now ready to move into its newly installed Film Vault Compact Shelving. There is now space for approximately 7,000 reels of film and the entire 150 linear feet of glass plate negatives.

**Grant Report.** The Film Archives is also nearing completion of the Alaska Natives on Film grant, funded by the National Endowment for the Humanities, the National Bank of Alaska, and UAF. During this grant, still-frame images captured from motion picture film of previously unidentified Alaska Natives were taken to Bethel, Nome, Kotzebue, and Barrow. At each location Native Elders were invited to look at the pictures and identify family members and friends. To date more than 200 family members have been identified and copies of the pictures provided to the families.

### **Anchorage Museum of History and Art**

**Grant Received.** The museum received a grant from the Rasmussen Foundation to process the James VanStone collection from the Smithsonian Institution Arctic Studies Center and install compact shelving in the library stack area. A summer intern, Sarah Livingston, will be working on the project from June through September. She is a recent graduate of the University of Indiana at Bloomington School of Library Science.

### **Idaho State Historical Society Library and Archives**

**New Staff Member.** The Idaho State Historical Society Library and Archives is pleased to introduce Dylan McDonald as the archivist who will process a collection of Carey Act maps and drawings held by the L&A. Dylan is a native of Idaho, having grown up in Nampa, and a recent graduate of Boise State University's Public History program. He completed an internship with the L&A several years ago, attended the two-week Western Archives Institute sponsored by the California State Archives in 2000, and is an active member of the Society of American Archivists. His thesis project consisted of processing the papers of Idaho Governor Moses Alexander (AR 2/11), held by the L&A, and publishing a new inventory and guide to the collection (available on the Society's webpage: [http://www.idahohistory.net/moses\\_alexander.html](http://www.idahohistory.net/moses_alexander.html)). Dylan and wife Karen currently reside in Boise.

Funding for the project comes from a grant from the National Park Service's "Save America's Treasures" program and is administered by the National Endowment for the Humanities.

**New Book Available.** Wilda Collier Dillion, a long-time researcher and volunteer at the Idaho State Historical Society Library and Archives has just published a book on early burying grounds in Boise, particularly the military cemetery. *Death & Burials: Boise Barracks Military Reserve, Idaho, 1863-1913* took over four years of research in newspaper obituaries, National Archives records, and church and sexton's records, and documents each of the individuals buried in the Boise Barracks Military Cemetery, as well as the original post cemetery (including the original Boise citizens' burying ground) which was moved to the current

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## NEWS FROM THE NORTHWEST . . . *Oregon*

### Southern Oregon University Library (Ashland)

***Southern Oregon Digital Archives Established.*** The SOU Library is pleased to announce that the Southern Oregon Digital Archives is fully functional and accessible via the Internet (<http://soda.sou.edu>). The library's Southern Oregon Digital Archives (SODA) Project began July 1, 2001, with grant funding from the Institute of Museum and Library Services (IMLS). The objective of the project is to digitize 400 to 600 documents dealing with the unique Siskiyou-Cascade-Klamath bio-region, and 100 to 200 documents relating to southern Oregon and northern California tribes, and to make these documents fully searchable, and viewable to the public via the web. This objective has already been met, and will be greatly exceeded by the end of the grant period in December 2003.

The Library spent a year in planning, training, evaluating, installing hardware and software, and negotiating with vendors before the project was fully operational. We chose PTFS as our vendor and used PTFS's ArchivalWare software for the searching interface and for metadata creation and maintenance. We used InputAccel software for scanning and image quality control. All files went through optical character recognition (OCR) process using PrimeRecognition software. Our hardware included a Windows 2000 server, two high-speed duplex scanners, and a high-speed duplex color printer. Two grant-funded employees were hired to oversee scanning and mounting documents, quality control, and metadata creation. All SODA documents have metadata records based on the Dublin Core format. Additionally, documents have MARC records and can be accessed from links in our OPAC (<http://lib.sou.edu>).

A great deal of effort has gone into identifying and locating federal and state documents that relate to the unique Siskiyou-Cascade-Klamath bio-region. The Library is establishing cooperative arrangements with governmental agencies to receive and digitize materials on the bio-region as they are published, ensuring that these valuable materials are preserved and made accessible to the public. Materials on tribes in the bio-region are also

being identified, collected, and digitized, in order to bring together a comprehensive collection of these difficult-to-find ethno-historical materials on the First Nations of Southern Oregon and Northern California.

As of May 15, more than 850 items have been scanned and can be searched and viewed at the SODA web site (<http://soda.sou.edu>). To fully utilize the site, you must have Acrobat 4.0 or higher and either Netscape 6.2 or higher or Internet Explorer 5.0 or higher as your browser. For more information, contact Mary Jane Cedar Face, Southern Oregon University Library, [cedarface@sou.edu](mailto:cedarface@sou.edu), 541-552-6836.

***Library Completes Preservation Assessment.*** The SOU Library was awarded a National Endowment for the Humanities Preservation Assistance Grant that enabled the library to undertake a preservation assessment. In late fall 2002, Randy Silverman, Preservation Librarian at the University of Utah, came to SOU to conduct the on-site portion of the preservation assessment. He assessed the overall condition of the collection and current practices relating to preservation, collection care, replication, exhibits, security, and emergency preparedness.

This assessment was particularly timely due to the Library building project, which will double the size of the existing building. Before submitting the final version of his report this spring, Silverman consulted with building architects and engineers in time for his suggestions to be implemented in design. He provided recommendations regarding mechanical planning, environmental controls, exhibits, and security for the library building project, and for moving the collection into the expanded building.

Silverman's report also included recommendations regarding a long-range preservation plan for the SOU Library and University Archives, and on best practices for care of the general collections, special collections, and University Archives. Mary Jane Cedar Face served as project director for the grant.

*(Continued on page 13)*



## NEWS FROM THE NORTHWEST . . . *Oregon*

(Continued from page 12)

### Pacific University Archives (Forest Grove)

**Atkinson Correspondence on the Web.** The Pacific University Archives collection of correspondence both to and from the Rev. George H. Atkinson has recently been transcribed and will soon be made available to researchers at the archives web site. Heidi Fuhrman and Megan Springsteen, student archives assistants, working under the direction of Alex Toth, the University's Special Collections Librarian, transcribed the correspondence, numbering some 50 individual items, over the course of the past six months. The web site address is: <http://library.pacificu.edu/about/archives/>

This effort represents the first significant initiative by the Archives to transcribe and make available its collection of the Rev. Atkinson's correspondence. The Rev. Atkinson played a significant role in the early activities of Tualatin Academy and Pacific University. He also was an early advocate for public education in Oregon.

### Oregon Historical Society Research Library (Portland)

**Reopening Dates Announced.** The Oregon Historical Society has announced that its Museum and Research Library, located at 1200 SW Park Avenue in Portland, will reopen to the public Saturday, Sept. 27. The Museum and Research Library have been closed for construction and renovation since autumn 2002. OHS is adding an entrance and lobby building and upgrading the existing facility. The Research Library will reopen in its previous location on the fourth floor. New hours for the Museum and Research Library will be announced later.

**Staff Change.** In a staff reorganization, Geoffrey Wexler was named Librarian/Archivist in the OHS Research Library, in part to replace Todd Welch, who moved to Northern Arizona University. Geoff also replaces Todd as OHS project co-director for the Northwest Digital Ar-

chives and Northwest Archival Processing Initiative. Geoff came to OHS in July 2002 as Special Collections Librarian. He previously was archivist for the Robert Wilson Collection in New York City and also had worked at the Bancroft Library and the State Historical Society of Wisconsin.

### Recent Accessions

The following collections have been received but are unprocessed or are being processed:

- Jantzen, Inc., records, ca. 1920-1970. 40 cubic feet. Records of one of the oldest continuously operating clothing manufacturers in Oregon, consisting mainly of financial records. Previous accessions contained a large photographs collection documenting the firm's designs, promotions, and company activities. Of special interest are invoice books from the 1910s through the 1930s containing invoices and correspondence from companies throughout Oregon and the Northwest. Founded by John and Roy Zehntbauer and Carl Jantzen as the Portland Knitting Company, the name was changed to Jantzen Knitting Mills in 1918. In the 1920s the firm developed the now-familiar logo of a red-suited "Diving Girl." By the 1924 Olympics, noted athletes such as Johnny Weismuller were endorsing Jantzen products. Advertisements from the 1930s featured motion picture stars, and many were illustrated by artist George Petty. The firm's products gained popularity in the 1950s and became associated with the surfing fad of the 1960s.
- John Ainsworth (Jack) Mills, family papers, 1799-2002 (bulk ca. 1850-1965). 2.5 cubic feet. Includes photographic materials, manuscripts, biographical and genealogical materials, and financial records. Included are materials relating to the Mills and Low families of New York City and Long Island, and the Lewis, Couch, and Ainsworth families of Portland, Oregon. Most photographic materials date from mid to late 19<sup>th</sup> century and include daguerreotypes, cartes-de-visite, and cabinet photographs, primarily of the Low family. Also included are two documents relating to the Mills family's slaves, 1799 and 1816; documents relating to John Commingers Ainsworth, a business leader in 19<sup>th</sup> century Port-

(Continued on page 14)



## NEWS FROM THE NORTHWEST . . . *Oregon*

*(Continued from page 13)*

land; and appointment diaries of Abbot Low Mills, Jr., as a governor of the Federal Reserve Board, 1952-1965. John Ainsworth Mills (1930- ) is the descendent of many prominent families in both the Portland and New York City areas. The family of Seth Low (1786-1872) came to Brooklyn from New England in the 1830s and quickly became leaders in shipping and importing. A grandson, Abbot Low Mills, came to the Pacific Northwest in the 1880s and settled eventually in Portland, heading one of the city's leading banks. Descendents intermarried with the families of notable Portlanders John Comingers Ainsworth and Cicero Hunt Lewis.

- Elsie Flink, papers, ca. 1935-2002. 50 cubic feet. Papers of an elementary school teacher who served in Oregon schools from the 1950s through the 1980s. Includes extensive diaries dating from the 1930s, correspondence, and materials used in pre-

paring classroom lessons. Flink was highly articulate and a perceptive observer of her surroundings. The collection provides insight—from a teacher's perspective—on the day-to-day workings of elementary education in Oregon.

- Elijah "Lige" Coalman, papers and photographs, ca. 1912-1940. 1 cubic foot. Coalman was a legendary climbing guide on Mt. Hood from 1903 through the early 1920s, when heart trouble ended his active climbing career. However, he continued to lead hiking, skiing and other outdoor pursuits, most notably with the YMCA camp at Spirit Lake, Washington. The collection includes photographs taken by Coalman of climbing and other activities on Mt. Hood, including those of the Mazamas mountaineering organization, and a summit register containing entries by those who summited Mount Hood, 1912-1915.
- Henry Allyn, diary, 1853. 1 volume and related ma-

*(Continued on page 15)*

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**EASY ACCESS** Newsletter of the Northwest Archivists, Inc.

## NEWS FROM THE NORTHWEST . . . *Oregon*

(Continued from page 14)

- materials. The diary is a record of Allyn's overland journey from Fulton County, Illinois, to the Willamette Valley. Entries include detailed observations on social conditions and geographic features along the route. Also includes cartes-de-visite photographs of Allyn family members.
- Robert Nelson Stanfield (1832-1896), papers, ca. 1860-1900. 0.8 cubic feet. Stanfield was a long-time resident and pioneer in Umatilla County, Oregon. A native of Sangamon County, Illinois, he came to the area via California in 1860. Moving to Pendleton in 1883, he ran a warehouse and transportation business, and later purchased a farm on Butter Creek. The collection includes legal and business records and a small quantity of personal papers.
  - Ruby L. Archambeau, photograph and postcard albums, ca. 1900-1930. 7 volumes and 1 folder. Includes photograph album documenting Archambeau's auto trip from Portland, across the U.S., and back, in 1916-1917. Also includes photographs of the Tacoma, Washington, auto races of 1913 and travels throughout the Pacific Northwest and elsewhere.
  - Joseph Milton Evans and Arthur Jones, papers, ca. 1860-1924. 1 cubic foot. Contains mostly diaries and journals from the Long Tom area of Lane County, Oregon. Includes ledgers, journals, and account books for the Arthur Jones farm near Long Tom; journals of the physician, Dr. Joseph Milton Evans, ca. 1880-1904; and an account book from the Noti Christian Endeavor society, 1922-1924.
  - Monroe Mark Sweetland, papers and photographs, 1924-2001. 13 cubic feet. Articles, correspondence, photographs, and reports that document Sweetland's involvement in Oregon and national politics, the labor movement, education, and journalism. The materials also include information pertaining to Sweetland's family and business ventures. The accession contains letters from Franklin D. Roosevelt and correspondence with Hubert Humphrey, Wayne Morse, Richard Neuberger, Adlai Stevenson, Gus Soloman, and Norman Thomas. The collection documents Sweetland's involvement with the Student League for Industrial Democracy, Oregon Commonwealth Federation, Democratic Party, Democratic National

Committee, Americans for Democratic Action, Indonesian American Society, and the National Education Association. Born in 1910, Sweetland became active in political and labor organizations early in his career. After his involvement with the Student League for Industrial Democracy and the Oregon Commonwealth Federation during the 1930s and early 1940s, Sweetland became the national director of the C.I.O. War Relief Commission from 1942-1943. From 1943-1945, he supervised American Red Cross combat operations in the Pacific. During the late 1940s and 1950s, he published the *Molalla Pioneer*, *Oregon Democrat*, and *Newport News* newspapers. Elected to the Oregon House of Representatives in 1952 and the Oregon Senate in 1954 and 1958, Sweetland produced legislation that enabled the establishment of community colleges throughout Oregon. After spending time in Indonesia during the early 1960s as a professor of journalism, he accepted a position with the National Education Association. Following his retirement to Milwaukie, Oregon, Sweetland remained active in politics and ran unsuccessfully for a seat in the Oregon House of Representatives in 1998.

### Oregon State University Archives (Corvallis)

#### *New Collection Descriptions and Inventories:*

*Library Records (RG 9)*, 1908-2002. 19.8 cubic feet and 55 microfilm reels.

<http://osulibrary.oregonstate.edu/archives/archive/rg/rg009des.html>

Documenting the development and administration of the OSU Library, the records in this collection reflect nearly a century of policy formulation, compilation of statistical information, committee activity, and interaction with other academic libraries in the region. Materials generated by the Oregon State System of Higher Education's (OSSHE) centralized library system, housed on the OSU campus from 1932 to 1965, are also included in these records. Consisting of annual reports, architectural

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# NEWS FROM THE NORTHWEST . . . *Washington*

## Washington State University— Manuscripts, Archives and Special Collections (Pullman)

**Turkey Trip Images Added.** A recent donation of 499 digital photographs of Turkey made by Professor Paul Brians in 2002 has been added to the WSU Digital Collections at <http://www.wsulibs.wsu.edu/holland/masc/xturkey.html>

Brians is an English professor and member of the World Civilizations faculty at WSU. Highlights of the collection include views of the Classical cities of Aphrodisias, Ephesus, and Phaselis, as well as views of Istanbul and Konya (the birthplace of the 13<sup>th</sup>-century Sufi poet and founder of the whirling dervishes, Celaleddin Rumi). The site provides a link to a "photo tour" with Professor Brians. For more information, contact page designer and project coordinator, Trevor Bond, at 509-335-6693, [tjbond@wsu.edu](mailto:tjbond@wsu.edu)

**Monster Finding Aid Encoded.** The software, Xmetal, validated Washington State University's largest Encoded Archival Description (EAD)-marked up finding aid to date. The monster guide, totaling 32,000 lines, provides intellectual access to 137 boxes of university-related photographs. Mark O'English used a combination of Microsoft Word, Excel, and Notepad to help automate the container list portion of the document. With search-and-replace functions sometimes exceeding 188,000 changes, each morning the staff eagerly visited the encoding station to see what happened with the computer during the night. The resulting 6888-kilobyte file will provide Al Cornish with a good test document for search and retrieval times on the Northwest Digital Archives database, which WSU will host.

## King County Archives (Seattle)

King County (Wash.) Archives staff recently enhanced descriptions of over 3500 photographs of county bridges dating from 1904 to 1988. Part of the county's engineering records, the photographs document bridge construction, inspection, maintenance, repair, and replacement, often at the same site over time. Also shown is the ambient environment of the bridge sites: streamside habitat

and vegetation; floods and high water; logging and agriculture; homes, businesses, schools; roads, automobiles, advertising and directional signs; railroad and streetcar crossings; growth and development; and views of, or near, King County communities from Algona to Zenith. Keyword searching and a visual index are available. For further information, contact the King County Archives at (206) 296-1538 or at [archives@metrokc.gov](mailto:archives@metrokc.gov).

## Sisters of Providence, Mother Joseph Province, Archives (Seattle)

### *Union of Provinces Merges Two Archives.*

Providence Archives announces the transfer to Seattle of 400 cu. ft. of historical records, personal papers, photographs, and published materials from the archives of the former St. Ignatius Province in Spokane. Seattle is the location of the Archives of the Sisters of Providence, Mother Joseph Province, established on January 1, 2000 through the merger of the two western U.S. provinces, Sacred Heart and St. Ignatius. The transferred collections, dating from 1864, document religious life and works sponsored by the sisters in eastern Washington, Idaho, and Montana. The collections from the former Sacred Heart Province date from 1856 and document ministries in western Washington, Alaska, Oregon, California, and El Salvador.

Since the merger, the archives had been under one administration but remained physically separated between the Seattle and Spokane repositories. The consolidation was made to provide greater access to the historical collections, support the inter-related histories of the two former provinces, and establish a unified archives for the new province. Included in the transfer were provincial administration records; sister personnel files; records of schools and hospitals; and a stunning collection of photographs. A museum and artifact collection remain in Spokane with descriptions and historical displays to be developed.

The ministries of the Sisters of Providence encompass health care, education, and social services in fulfilling their mission of service to those in need. For inquiries, contact Providence Archives at 206-937-4600, e-mail [archives@providence.org](mailto:archives@providence.org), or visit [www.providence.org/phs/archives](http://www.providence.org/phs/archives).



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### Northwest Digital Archives (NWDA) Update

—Elizabeth Nielsen, NWDA Consortium Manager

The Northwest Digital Archives is moving forward with a contract for EAD conversion, selection of a search and retrieval system for the finding aids database, and creation of style sheets for presentation of the NWDA finding aids. The second Implementation Team meeting was held on April 10<sup>th</sup> in conjunction with the NWA/SCA joint annual conference in Sacramento.

A Request for Proposals for EAD conversion of finding aids from 7 NWDA institutions was issued by Oregon State University in early April 2003. A conversion vendor will be selected and the contract finalized in late May or early June; conversion of ~680 finding aids (~11,900 pages) will begin in July and conclude by the end of January 2004.

Al Cornish, NWDA Database Manager, submitted a report of his investigations of possible search and

retrieval systems for the finding aids database to the NWDA Project Directors for their meeting in Sacramento. The project directors accepted his recommendation of IXIASOFT TEXTML software pending the final cost of the EAD conversion contract and approval for budget modifications by the National Endowment for the Humanities.

A Style Sheets Working Group has been formed with co-leaders, Ellen McDermott, Kerstin Ringdahl, and Ruth Steele. This working group met in Seattle in late March and is gathering information from participating institutions to be used in developing style sheets for presentation of NWDA finding aids.

Based on recommendations from institutions that have begun encoding finding aids, several modifi-

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## NWA 2003 Annual Business Meeting

### Northwest Archivists, Inc. Annual Business Meeting Minutes Saturday, April 12, 2003

Call to Order: President Jodie Foley

Agenda:

1. *Welcome* and “thank you” to the Local Arrangement and Program Committees, including the registration table. Conference numbers are down for our usual conference attendance, but it is nice to meet with the Society of California Archivists.

2. *Treasurer’s Report*: Banning - See attached report.

Pacific Northwest Quarterly: Landis moved to increase the amount of support to \$200. Voted and approved. Larry also pointed out that there is an archivists page for featuring collections and suggested that people should submit something to the Quarterly.

Trevor Bond: motion to use some of the excess funds in the NWA account to better support getting more students involved in the conference – perhaps by offering more scholarships. Foley requested that Bond work with the Scholarship Committee to look into the issue. Perhaps a stipend amount towards travel and lodging may help when the conference is a long distance from the universities. Perhaps the committee could have a proposal ready for next year for ways to increase student participation. Long introduced the idea of a Minority Scholarship in order to open up the access to those in the region who may not be able to attend. The issue was referred to the Scholarship Committee.

3. *Membership Coordinator’s Report*: Shenk  
We currently have 235 members, which is an increase of 7 in the last 2 months. There are 9 institutional memberships and 2 complimentary.

Shenk is implementing the new renewal procedures approved by the board. This is a more formal process that gets away from renewals during the annual meeting. The renewal year will be July 1 – June 30. The first renewal notices will go out in April, with 2<sup>nd</sup> notices going out in June. Those not renewing by July will be purged from the membership list in August.

Discussion: People liked the idea because there is some confusion regarding when members need to renew. The renewal form will be on the website, but Shenk will send out hard copy renewals to people. Additional discussion about ways that people can contribute additional money to the association, for example: paying for someone’s dues. Baxter wondered if something can be added to the form so special funds could be collected. Motion to study the process. Landis discussed that we are barely maintaining a balance and that there isn’t really too much in the account. Motion voted and passed. Banning and Shenk will look into the issue. Landis encouraged people to give more voluntarily. Bond motion to forgo the study and give Banning and Shenk freedom to decide on the levels. Valoise Armstrong indicated that a motion had already been passed and needed to be rescinded. Motion to rescind the 1<sup>st</sup> motion, voted and passed. Bond motion to empower the board to select the various levels of giving – voted and passed.

4. *Newsletter report*: Bolcer

Not much to report, but encourages people to contribute something, or encourage others to write.

Past Easy Access editions will be saved as PDFs and made available on the website. The newest EA will be available concurrently on the web and in hardcopy.

5. *Nominating Committee*: Landis

Thank you to Andrea Bettger who assisted.

Results of vote: Vice President/President elect - Beth Joffrion; Washington Representative – Jeanette Gomes. Alaska Representative – tie between Anne Foster and Arlene Schmuland. There are no provisions in the by-laws for handling tie votes. This issue is referred to the By-laws Committee.

There was only a 16% ballot return rate (39 ballots received). As an association, we need to do a better job of voting and we need to come up with a better mechanism for elections. Three weeks is probably long enough for people to return the ballots. Perhaps electronic voting via web or email may increase the returns. An additional issue: people are voting for all state representa-

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tives, not just their own state rep.

Joffrion suggested that the membership renewals and ballots go out at the same time. After discussion it was decided that the dates wouldn't work out. Nielsen suggested specific ballots for each state. Landis and Foley had decided to base voting on the postmark. Additional ideas: Email reminders, different colored paper for each state, separate mailing from Easy Access. The issue was referred to the next Nominating Committee.

Kingma would like more attention to what is expected of nominees. He would like to see a simple guideline established and perhaps placed in the Procedures Manual.

6. *Retirement Recognition Committee:* Landis  
There are no new honorees this year. One of the founding members of NWA, Larry Dodd, will be honored at the 2004 meeting.

Landis invited people to nominate possible honorees. Bond wondered if there was a way to recognize people who are not retiring, but have made a contribution to the profession. For instance, Larry Gates of Metal Edge. Although we currently don't have a forum to recognize people like this, perhaps we should look into a professional recognition award. There was a suggestion for an awards committee to be formed. The board will discuss the possibility of a committee – Handfield and Bond may be interested in chairing.

7. *Scholarship Committee:* Kingma  
There were no applications for the Student at Large scholarships. We need to better promote the scholarships to the Western students. There is a November 14<sup>th</sup> deadline for applications.

The Professional Development scholarship was awarded to Elizabeth Uhlig, who will use it to attend SAA.

Kingma is ready to step down as chair but is happy to serve as a resource. Allison-Bunnell will look to appoint a new chair.

8. *Education Committee:* Foley  
The committee needs a new chair. Allison-Bunnell will appoint a new person.

9. *Publications Committee:* Howe

This is an ad-hoc committee that is looking into publication alternatives – both in print and on-line. Some possibilities: monthly or bi-monthly email journal, occasional glossy journal. The formal journal would be a major undertaking and there are moves to create a western regional journal that would start at a once-yearly publication. This is still in the exploratory stage. The western journal would provide a more comfortable forum for western archivists to submit to for publication.

Website – Nielsen has been doing a great deal of work on the website. Bolcer is looking into getting a domain name for NWA in order to make the site more portable. He will also investigate the possibility of the UW hosting the website. There may be a possibility to use an intern to design a new website. Kennedy moved to allow Bolcer to pursue registering a domain name for NWA. Voted and passed.

Logo: is it time for a new logo? Discussion regarding the look. Allison-Bunnell moved to stay with the current logo. Long requested that “NWA” be added to the design. Winn will talk to Terry Abraham about the logo and get suggestions from him. Allison-Bunnell rescinded her motion and offered a reworded motion: keep the logo but add “NWA”. Voted and passed.

10. *2004 Annual Meeting:* Badger  
Badger thanked Joffrion and Shenk for their assistance.

The dates are set for May 6-8. The local arrangements committee has already had 2 meetings. There is only 1 hotel in Olympia that can accommodate the group: the Olympia Red Lion. The committee may increase the room blocks in order to reduce the meeting room fees, but it looks like the rooms will cost \$79. The hotel has been recently remodeled. The only down side is that the hotel is by itself and a little ways into town. They are planning to do as much as possible at the hotel.

Local Arrangements Committee members: Terrance Badger (chair), Jerry Handfield, Peggi Thornton, Ken House, Andrea Taylor, Anne Kilgannon.

Call for Program Committee Chair. Handfield and Bond will co-chair.

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**NWA Business Meeting:**  
(Continued from page 19)

11. *2005 Annual Meeting:* Landis  
Progress is being made with the planning. Representatives from all 5 regional associations have been meeting to plan a major regional conference. The conference will be held in Las Vegas, and there are 6 date ranges, with 2 different configurations: Sunday – Wednesday and Wednesday – Saturday. There may be a price break if we go with the Sunday - Wednesday configuration. The earliest date grouping is April 10-13 and the latest is May 4-11. There is no theme yet and no formal program committee has been formed. Updates on the conference will be in Easy Access. This is a great opportunity for us to meet with more organizations. Uhlig expressed concern that we are getting away from the intent of a small regional organization by meeting with other associations. Foley suggested that we can have the best of both worlds by alternating between NWA-only meetings and multi-regional meetings. Discussion regarding the importance of meeting with other organizations and that outreach is needed to support the membership's attending the joint meetings. Perhaps we could meet with other organizations on an ever-other-year basis. It was decided to table the issue until a discussion could be made in front of a greater portion of the membership.

12. *Annual Meeting Issues:* Foley  
There are discrepancies in the way that conferences are put on. Foley would like to convene a task force to review procedures. Banning, Shenk and Joffrion will head up the task force. Landis requested that a report be made to the board in September.

13. *By-laws Committee:* Allison-Bunnell will review the need for a chair for this committee.

14. *Board members:* Foley  
Recognition of newly elected board members.

15. Meeting adjourned.

**News from the Northwest...Idaho:**  
(Continued from page 11)

location in the early 1900s.

*Death & Burials: Boise Barracks Military Reserve, Idaho, 1863-1913* is available exclusively from the L&A. Cost of the volume is \$20.00, plus 6% sales tax for Idaho residents only. If ordering by mail, please add \$2.00 for postage/handling. Contact the L&A at: 450 N. Fourth St., Boise, Idaho 83702 or 208-334-3356. Quantities are limited.

**SHRAB Receives Grant.** The Idaho State Historical Records Advisory Board has received a grant from NHPRC to fund activities for the current year. Plans call for three regular meetings of the SHRAB Board, plus state-wide training workshops on topics such as records management and disaster prevention. For information, contact State Archivist Steve Walker: 208-334-2620 or [swalker@ishs.state.id.us](mailto:swalker@ishs.state.id.us)

### University of Idaho Library Special Collections and Archives

Special Collections and Archives at the University of Idaho Library announces a new installment in the Webpage series, "Digital memories." Digital Memories focuses on historic artifacts, documents, photographs, and books from the holdings of Special Collections and Archives. The new installment tells the story of the Civilian Conservation Corps in Idaho. To view the Webpage, go to: <http://www.lib.uidaho.edu/special-collections/dm/dgtlcurr.htm>

#### *Easy Access Deadline*

The next deadline for *Easy Access* submissions is Friday, September 5. Write an article and win the respect and admiration of your colleagues!  
Or make a subordinate do it—you'll still look good.



*News from the Northwest...Oregon:*  
(Continued from page 15)

drawings, correspondence, meeting minutes, newspaper clippings, publications, and scrapbooks, these records also document the Library's outreach activities to the campus community reflected in materials such as transcripts of lectures delivered by library staff on the university radio station KOAC of reviews of new books in the library as well as topics of health and travel. The origins of the OSU Library can be traced to 1890, when the 605-volume library of the Adelpian Literary Society was transferred to the university. In 1908, OSU's first professional librarian, Ida Kidder, was appointed to manage the Library's growing collections. A building for the Library (later named after Kidder) was completed ten years later in 1918.

*Alice Edwards Papers, 1895-1962.* 1.25 cubic feet.  
<http://osulibrary.orst.edu/archives/archive/mss/edwards.html>

Materials generated and collected by Oregon Agricultural College (OSU) alumna and home economist Alice L. Edwards constitute this collection, which consists primarily of certificates, correspondence, diaries, newspaper clippings, and publications. Documenting Edwards's career as a home economist, these papers also include accounts of her volunteer work with the World Student Christian Federation in Europe. Born in Monroe, Oregon, Edwards graduated in 1906 with a Bachelor of Science degree in Home Economics. In addition to teaching home economics and dietetics, Edwards also served as Executive Secretary of the American Home Economics Association from 1926 until 1936. Throughout her career, Edwards advocated for standardized size and labels for consumer goods. She died in 1962.

**Recent Accessions:**

➤ Friends of Horner Museum Records, 1989-1998. 0.75 cubic foot. Includes brochures, bylaws, correspondence, a director's notebook, meeting minutes, newspaper clippings, notes, and tax records. The Friends of Horner Museum was organized as a non-profit corporation in 1996 in reaction to the planned closure of the Horner Museum. The group sought to establish or find a new facility for the Horner Museum collections as well as to locate new resources of funding (other than state government) for the maintenance of the museum. Established by the university in 1925 and housed in various locations on

campus, the Horner Museum officially closed to the public in 1995 due to budget cutbacks resulting from the passage of Measure 5 in 1990. Currently, the holdings of the former Horner Museum are in the process of being transferred to the Benton County Historical Society.

- Harriet's Photograph Collection, 1940. 2 items. This accession consists of two panoramic prints of Camp Arboretum, the Civilian Conservation Corps (CCC) camp located on the grounds of present-day Peavy Arboretum at OSU. One of the images is a group shot of the members of CCC company No. 3503 stationed at the camp, and the other is a view of the camp in its entirety. These images have been placed in Harriet's No. 1008.
- University Advancement (RG 210), 1994-2001. 2.35 cubic feet. This transfer contains documentation generated and collected by the Office of University Advancement which pertain to strategic planning, marine mammal research endowments, focus group testing, university connections with the federal government, and the testing and evaluation of a new Beaver logo for use by Athletics. Among the materials included in this accession are: brochures, correspondence, logo slicks, meeting minutes, memoranda, newspaper clippings, reports and survey records.
- Library Films/Videotapes (P 83), 1973-1992. 0.20 cubic foot. This accession consists of 5 videotapes (4 titles and one duplicate) produced by the Library to orient users in the use of library resources and databases. One of the tapes features a tour of the library through presentations by library staff members describing their jobs. On another tape, "Using the Kerr Library: A Research Strategy," library reference staff show how to use library resources to conduct research. Another demonstrates how to use the OASIS on-line library catalog. The fourth tape was produced to train and acquaint library staff in the use of the LOLITA (Library On-Line Information and Text Access) acquisitions cataloging database.
- Arthur L. Peck Papers, 1904-1957. 0.05 cubic foot. This addition to the collection consists of radio scripts, conference papers, correspondence, newspaper clippings, a bulletin about the landscape architecture program at OSC written by Peck, and a photograph. The essays pertain to landscape gardening along Oregon highways, the role of trees in landscape design, and problems in rural and suburban

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**Northwest Digital Archives (NWDA) Update:**  
(Continued from page 17)

cations to the NWDA Best Practices Guidelines (BPG) have been posted to the NWDA website in May.

Presentations about the NWDA have been made to several organizations in April-May 2003, including the joint meeting of Northwest Archivists and the Society of California Archivists; the Oregon Library Association; the Pacific Northwest History Conference; and the Montana State Historical Records Advisory Board. A presentation has been developed by members of the Dissemination Working Group that describes the NWDA and the advantages a union finding aids database will bring to historical researchers and other users of archives and manuscript repositories in the Northwest.

Discussions began at the April Implementation Team meeting regarding the future of the NWDA and possible funding sources for a Phase 2 project that would add finding aids from other repositories in the region and incorporate digital content. Oregon State University, lead institution for the current 2-year project, will seek a 6-month no-cost extension from June 30, 2004 to December 31, 2004 for the current project. Phase 2 might begin as early as January 2005.

The Northwest Digital Archives (NWDA) is an NEH grant-funded project to provide enhanced access to archival and manuscript materials in Idaho, Montana, Oregon, and Washington through a union database of Encoded Archival Description (EAD) finding aids. Participating institutions are Washington State University, University of Washington, Washington State Archives, Seattle Municipal Archives, Center for Pacific Northwest Studies (Western Washington University), Pacific Lutheran University, Whitworth College, University of Montana, Montana Historical Society, University of Idaho, Oregon Historical Society, University of Oregon, and Oregon State University.

## Archivist's Calendar

- June 15-27, 2003** Western Archives Institute  
San Francisco State University, San Francisco, CA
- July 1, 2003** NWA dues year begins
- July 1, 2003** SAA early bird registration deadline
- July 9-12, 2003** National Association of Government  
Archives & Records Administrators annual meeting,  
Providence, RI
- July 16, 2003** SAA hotel reservation deadline
- July 21-Aug. 2, 2003** Western Archives Institute-  
Special Institute for Native American and Tribal  
Archivists, Redlands, CA
- July 22, 2003** SAA pre-registration deadline
- August 18-24, 2003** Society of American Archivists  
annual meeting, Los Angeles, CA
- August 20, 2003** ACA certification examination  
Los Angeles, Philadelphia, Atlanta, St. Louis,  
Houston, Hong Kong
- September 5, 2003** Easy Access submission deadline
- September 17-20, 2003** American Association for State  
and Local History annual meeting, Providence, RI
- November 18-22, 2003** American Association of Moving  
Image Archivists annual conference, Vancouver, B.C.
- March 1-3, 2004** ECURE—Preservation and Access  
for Electronic College and University Records,  
Phoenix, AZ
- May 6-8, 2004** Northwest Archivists annual meeting,  
Olympia, WA

See the NWA website for current job listings:  
<http://osulibrary.orst.edu/archives/misc/nwa.html>



**President's Message:***(Continued from page 2)*

main accessible and affordable for all our members. We continue to feel that meeting with other organizations, even at locations outside the Northwest, is beneficial for all of us. To this end, we made a commitment to ensure that our meeting is in our home territory at least every other year, and to alternate joint meetings with NWA-only meetings.

We will meet jointly with the Pacific Northwest History Conference May 6-8, 2004 in Olympia, WA. According to my handy back-of-the-NWA-directory conference list, we last met with the historians in 1974, 1976, and 1978. It seems as if it's time to see these folks again after 25 years. Our program and local arrangements chairs, Jerry Handfield and Terry Badger of the Washington State Archives respectively, are already hard at work on plans for next year. The Northwest Oral History Association will join us once again at that meeting. We'll look forward to seeing everyone!

At our business meeting, we also announced election results, discussed Membership Coordinator Diana Shenk's excellent suggestions for membership renewals, our scholarship program, and the results of the publication committee's report. Larry Landis reported on the planned 2005 joint meeting of NWA, SCA, Intermountain Archivists, and Rocky Mountain Archivists in Las Vegas, NV.

Many who were able to attend the Sacramento meeting did so because of the National Endowment for the Humanities funding for the Northwest Digital Archives project. We had a productive and truly exciting meeting as we discussed progress, communications, and dissemination. We decided that we will apply for a six-month extension of the current project (to December 2004), and make plans in the next year (May 2003-June 2004) to go up for more funding to continue and expand the project. This organization has brought together a group of energetic people with wonderful ideas to cooperate and

bring archival materials to our researchers! You can find information about the NWDA project at <http://nwda.wsulibs.wsu.edu/>. If your institution is interested in becoming a part of the project, please contact Larry Landis at Oregon State University, [larry.landis@oregonstate.edu](mailto:larry.landis@oregonstate.edu).

—Jodi Allison-Bunnell

**NWA Board Meeting:***(Continued from page 6)*

11. *2005 Annual Meeting:* Landis  
Progress is being made with the planning. Representatives from all 5 regional associations have been meeting. There are 6 date ranges, with 2 different configurations: Sunday – Wednesday and Wednesday – Saturday. There may be a price break if we go with the Sunday - Wednesday configuration.

12. *Annual Meeting Issues:* Foley  
There are discrepancies in the way that conferences are put on. Foley would like to convene a task force to review procedures. Banning, Shenk and Joffrion will head up the task force.

Meeting adjourned at 3:05 p.m.

**News from the Northwest...Oregon***(Continued from page 21)*

landscaping. Coming to Oregon Agricultural College in 1908, Arthur L. Peck served as a Professor of Landscape Architecture until his retirement in 1948. Peck was also chair of the Fine Arts Department and directed the planning and supervision of the Oregon State campus grounds. Peck is credited for introducing formal education in landscape architecture to the Western U. S. He died in 1962.

- Speech Communication Department—  
University Theatre (RG 180), 1992-2003. 0.10 cubic foot. Posters (48 in total) for theater productions staged and performed by OSU students constitute this accession. Plays publicized in these posters include: *Blue Willow*, *Kind Ness*, *Little Women*, *Love and a Bottle*, *The Physicists*, *Tartuffe*, and *Titus Andronicus*.



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**Join NWA:** Membership benefits include the exchange of information among colleagues, an annual conference, *Easy Access* published four times a year, and a membership directory.

To join send this form, along with \$15, checks payable to Northwest Archivists, Inc., to Diana Banning, City of Portland—Recorder's Division, 9360 N. Columbia Blvd., Portland, OR 97203. For more information, contact Diana at 503-823-4564 or e-mail her at <dbanning@ci.portland.or.us>.

Name \_\_\_\_\_ Title \_\_\_\_\_

Institution \_\_\_\_\_

a. Work address \_\_\_\_\_

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b. Home address \_\_\_\_\_

*(Please circle address, a. or b., you prefer for newsletter and other mailings)*

Work phone \_\_\_\_\_ Fax \_\_\_\_\_

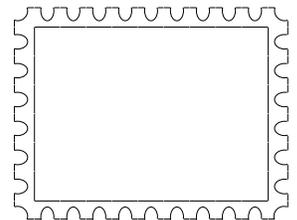
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