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Letter to Timothy Coggins regarding SWALL Archives, October 10, 1990

Jim Martin

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UNIVERSITY OF ARKANSAS AT LITTLE ROCK

SCHOOL OF LAW

400 WEST MARKHAM · LITTLE ROCK, ARKANSAS 72201 · 501/371-1071

Law Library

October 10, 1990

Mr. Timothy Coggins
President, SEALL
The University of North Carolina at
Chapel Hill
Law Library, CB 3385
Chapel Hill, NC 27599

Dear Mr. Coggins:

The Southwestern Association of Law Libraries is in the process of organizing its scattered collection of records and documents into a central archives. We are in need of policies, procedures, guidelines and "rules of thumb" as to what we should keep, what should be sent elsewhere, what should be disposed of and additional material that should be collected.

I am writing to ask if your chapter has an archives and if you would be so kind as to provide us with a copy of your policies and procedures. Any additional advice or information that you could provide would also be helpful. Thank you for your assistance.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jim Martin".

Jim Martin, Chair
SWALL Temporary Committee on Archives