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The Primary Source

A Semiannual Publication of *The Society of Mississippi Archivists*



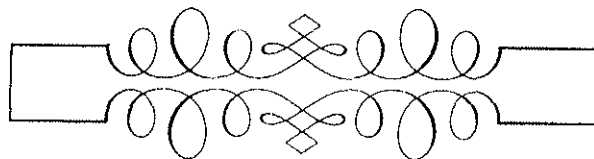
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Ramblings and Introspection from the Electronic Records Section at MDAH

by David Pilcher, MDAH

The proliferation of electronic records is causing governments, corporations and organizations around the globe to reassess the way they keep and manage their records. There's no more prominent example of this than our own country's National Archives and Records Administration (NARA) and its draft "Proposal for a Redesign of Federal Records Management," issued in July 2002.¹ This proposal was preceded by the "Report on Current Recordkeeping Practices within the Federal Government," produced jointly by NARA and a private contractor in December 2001, and the General Accounting Office's (GAO) report to Congress entitled "Information Management: Challenges in Managing and Preserving Electronic Records," issued in June 2002.² In his "State of the Archives" address of December 3, 2002, Archivist of the United States John W. Carlin described the situation thusly:

To put it simply, our current records management program was developed in the 20th century in a paper environment and has not kept up with a government that now creates and uses most of its records electronically. With our current way of doing business, we just don't have the resources to cope with the growing volumes of both electronic and paper records. It is clear that today's Federal records environment requires different management strategies and techniques.³

NARA is not alone in wrestling with these issues. Its records management system is emulated by many states, including Mississippi, and the need for reexamination of existing policies and procedures is shared by those states. While NARA admittedly operates on a much larger scale, the Mississippi Department of Archives and History (MDAH) is no stranger to finding ways to meet its obligations and carry out its duties on a tight budget with a small staff. The MDAH Records Management Division and Archives and Library Division alike are short on staff and resources but long on responsibility and duties.

At the Society of American Archivists' annual meeting in Birmingham, Alabama in August 2002, I took part in a program session entitled *Behind the Firewall: Establishing Archival Electronic Records Systems in Government*. The session was moderated by Nancy Kunde of the University of Wisconsin and also featured presentations by Dr. Patricia Galloway, formerly of MDAH and now with the University of Texas Graduate School of Library and Information Science, and Deborah Gouin of the State Archives of Michigan. My presentation was entitled *Negotiating Electronic Records Scheduling and Management Practice in Mississippi State Government*. Sounds spellbinding, doesn't it? I used the occasion to speak generally about our experiences as an electronic records component of a state archives and records

¹ NARA's redesign proposal is located on their website at http://www.archives.gov/records_management/initiatives/rm_redesign.html.

² The "Report on Current Recordkeeping Practices within the Federal Government" is located on the NARA website at http://www.archives.gov/records_management/pdf/report_on_recordkeeping_practices.pdf. The GAO's report is located on the GAO website at <http://www.gao.gov/new.items/d02586.pdf>.

³ The address is available on the NARA website at http://www.archives.gov/about_us/archivists_speeches/speech_12-3-02.html.

management agency, including our trial and error approach thus far, some of the lessons we have learned from practical experience, and improvements we must make to be able to do our jobs in the future. I also attempted to tie in NARA's draft proposal for redesigning federal records management and how it relates to those of us at the state level. The thoughts expressed in that presentation form the basis of this article. To give a little background to those not familiar with the inner workings of the venerable MDAH, the Electronic Records Section is situated within the Archives and Library Division. The section evolved from the Department's NHPRC-assisted Electronic Records Initiative project in the summer of 2000 and is now responsible for acquiring, accessioning, describing, preserving, and providing access to electronic records determined to have archival value. The section also teams with the Department's Records Management Division to produce records control schedules for state government agencies and entities. Working in records management in any capacity can be likened to being a fan of Mississippi State football, or being the father of two daughters aged 8 and 2. I speak from experience here and let's just say it can be frustrating and overwhelming but the rewards and benefits can be great.

The Records Management Division came into being with the Mississippi Legislature's passage of the Archives and Records Management Law of 1981 (Mississippi Code of 1972, Annotated, §25-59-1, et seq.).⁴ That sweeping law defined "public records"; designated MDAH as the archival and records management agency for state government; established procedures for the production of records control schedules; created the State Records Committee to review, approve, reject, amend or modify those schedules; established the State Records Center for temporary storage of non-archival records; and informed state agencies and entities that no public records were to be destroyed without the Department Director's consent.

Prior to the creation of the Electronic Records Section, the Records Management Division had near sole responsibility for producing records control schedules, from the initial contact with the agency through the schedule's approval by the State Records Committee. The Archives and Library Division's role consisted of review of the draft schedules by state government archivists and the division director and occasional followup visits to agencies by archivists. The arrival of the Electronic Records Section led to an amendment of the scheduling and appraisal process in January 2000. The director of the Records Management Division continues to target the agencies and agency subunits to be scheduled. Records analysts and Electronic Records Section staff then work in tandem to inventory agency or subunit records and to produce preliminary records control schedules meeting with agency approval. The schedules are then reviewed by an in-house appraisal committee chaired by the head of the Paper Archives Section to ensure that the disposition of the records is agreed upon prior to consideration by the State Records Committee.

The Electronic Records Section straddles the line of demarcation that has traditionally existed between the archives and records management functions at MDAH. We have responsibilities at both ends of the line – the places where the records are generated and also the destination where those that have been determined to have archival value will end up and where they must be preserved and made available to the public.

Mississippi is fortunate to have a sound archives and records management law flexible enough to allow MDAH and agencies to meet the challenges that come with managing electronic records. To be most effective, it must be supported by efforts to advertise it to agencies and to clarify what constitutes compliance. The law divides records management responsibility between state government agencies and MDAH. In a world with only paper records, it would be more practical and logical for MDAH to assume the lion's share of that responsibility and the duties that come with it. With the proliferation of electronic records, reality dictates that records creators and custodians share more of the records management burden. The electronic generation and storage of government records can turn employees up and down

⁴ The law is accessible via a Lexis search on the Mississippi Secretary of State's website at <http://www.sos.state.ms.us/pubs/mscode/>

the organizational chart into de facto records managers. Any employee that uses email or maintains work documents on a government computer becomes a records manager subject to the provisions of the aforementioned law as well as the Mississippi Public Records Law (MCA 1972, §25-61-1, et seq.)

The Electronic Records Section is first and foremost an archival unit of the Archives and Library Division, and as we move into our facilities in the new building we will have the wherewithal to properly accession, preserve, and provide public access to archival electronic records.⁵ But our collaboration with the Records Management Division in producing records control schedules will continue to be an integral part of our job. Just prior to the new scheduling and appraisal procedures going into effect, we revised the existing records control scheduling form to address the generation and storage of all formats. There's no separate form for scheduling electronic records. We also managed to work every element of our Dublin Core-based metadata standard into the form (we've done the same thing with our accession record) and we devised an electronic records counterpart to the existing records series inventory sheet used by the records analysts.

We try to negotiate and produce schedules that are by necessity much more comprehensive and flexible than in the past. We write in special instructions for safeguarding and organizing electronic components of records series found to be archival and we stress the need for the agency to have continuing contact with MDAH.

When visiting agency workers we try to put them at ease by letting them know that we don't need to sit at their PC and look at all of their email and files. We do need to know the purpose and functions of the office, what is produced and how it's generated and stored. And we need to know what is maintained solely in electronic form so we can help them determine how to provide for its disposition within the law. In dealing with agency managers, we do the same but we also tend to talk more about the agency's responsibilities with respect to the Archives and Records Management Law and the Public Records Law, even Mississippi's adopted version of the Uniform Electronic Transactions Act (Mississippi Code of 1972, Annotated, §75-12-1 et seq.). We talk about the role of recordkeeping in accountability to the public, how it is important to set retention periods and abide by them, and about how an approved records control schedule carries the full force of law. We talk about ever-changing technology, the rapid rise of e-government, the fragility of electronic records, and how it behooves them to have a sound and comprehensive records management program. We try to dispel any misconceptions that they might have, the most common being that we are going to cost them money and that we are going to try to archive everything. We find that they relax more when we inform them that only a small percentage of records are found to have archival value. We also dispense advice on digitization projects, pc file and directory structures, and the handling of electronic records in the event of employee departure.

The Electronic Records Section is also responsible for researching and preparing background papers on agencies and subunits targeted for scheduling. The papers are primarily intended to provide the records analysts and members of the State Records Committee with information on the "big picture" of the agency's recordkeeping, but they also give us opportunities to inform the agency's staff about its history, its records currently housed at MDAH, its documentation needs, and confidentiality and public access issues.

In my SAA presentation I shared a short list of some of the many lessons we have learned in our work to this point. I'd like to include that here as well. There is no significance to the order:

⁵ The building contains a suite for the Electronic Records Section, including offices, a processing room, and a large storage area for media and equipment. There is also a server farm room located in the archival stacks. Due to a lack of space in the Capers Building, the section is currently housed in leased office space a block away.

We have realized for quite some time now that we need a tremendous increase in the amount of state records management information and guidance available on the MDAH website. We have been working with the Records Management Division on a state government records assistance page to provide records management and electronic records information for state agencies, including frequently asked questions, downloadable forms, general schedules, guidelines, training information, and pertinent laws such as the Archives and Records Management Law, the Public Records Law, and the state's adopted version of the Uniform Electronic Transactions Act. Now that the Sovereignty Commission records are on the web, we hope to have the initial version of the page ready for approval very soon.

Very few Mississippi agencies have someone serving in a professional capacity as a records officer, an employee that sees to it that the agency creates, maintains, transfers, and disposes of official records in accordance with applicable guidelines, laws, and regulations. Many agencies do, however, have a staff member who serves as liaison with MDAH and/or staff members experienced in dealing with records management issues. We are planning an effort to write and encourage more agency heads to appoint staff members to serve as records officers and/or liaisons with MDAH. We would like to do this in conjunction with the opening of the new building and to bring those lucky individuals in for group tours of the new facility, offer them training, and increase their awareness of their records management responsibilities. The proliferation of electronic records just makes it more imperative that we seek more active participation from agencies in records management.

In an agency like ours with separate records management and archives programs, the two must work together in gradually introducing new procedures and methods. One cannot overhaul the other.

You often must convince state government workers that electronic records management is a natural and important expansion of the traditional paper records management process. Our state's definition of public records makes it clear that a record does not have to be paper to be a record. We increasingly find that record of agency workers' work exists only on computers with no printed copy maintained.

In building an electronic records program, a mix of archives/records management knowledge and technical expertise is necessary. One without the other is not going to work.

Educating people on change management (departure policies, exit interviews, review of files, securing of records etc.) is very important.

This is stating the obvious to anyone who has not been hiding out in a cave for the last few years, but email presents many challenges to the archives and records management world and is not to be taken lightly. The term is used to refer both to the communication system and to the messages sent and received. Email is often used as a substitute for a telephone call or a shout across the hall, but it can have the same potential evidentiary value as any other record documenting the transaction of public business. Because email is increasingly used to conduct state government business, it is necessary that agencies develop policies and procedures that ensure that records created or received on email systems are managed according to Mississippi's public records laws. Many government workers still have the perception that their email is somehow private even though it is housed on government computers and in most cases meets our definition of a public record. It is not a single records series and therefore cannot be addressed by a single general records control schedule. If you maintain or take custody of it you must be prepared to respond to requests for it and to screen it for confidentiality. Email is a prime example of why we need and have records laws and not just policies put out by agencies. It is relatively new in the big scheme of things and it is not going anywhere. Records management has to catch up with it. Until it does and firm answers are in place, the law is there to say it cannot simply be discarded without a thought. It is clear that email meeting the definition of public record in the Archives and Records Management Law, that is to say email "made or received pursuant to law or ordinance or in connection with the transaction of official business by any agency or by any appointed or elected official," needs to have its retention and disposition addressed by an approved records control schedule.

We have learned that we sometimes have to stretch the limits of our established procedures and act unilaterally. We cannot always stick to the targeted agency units and their boundaries within the

agency. We have to be free to go directly to IT managers, increase their awareness of the records laws and ask them "what do you have currently, what are you doing, and what would be mutually advantageous for us to arrange to archive electronically?" We have to look beyond the records series. The research of electronic records issues and the study of how other states, nations and corporations do things did not end with the end of the grant project. It will always be necessary. We are currently in the midst of an information explosion within our profession pertaining to electronic records topics. New ideas, approaches, and standards emerge almost daily from all corners of the earth. We are able to stay on top (or at least in touch) with most developments through membership in three listservs and a number of acquired research shortcuts. We have also benefited greatly from model policies for the management of electronic records and email, particularly those issued by the National Electronic Commerce Coordinating Council (NECCC).

Now I would like to briefly address NARA's July 2002 draft redesign proposal and how it relates to the situation in our state. While I enjoyed the GAO's June report "Challenges in Managing and Preserving Electronic Records" and the foreboding "Electronic Records & the Law: Causing the Federal Records Program to Implode?," a dissertation by Mary Rawlings-Milton from April 2000, I find the draft redesign proposal to be especially comforting, even soothing.⁶ I'll attempt to explain why. During this period when we are all building experience in dealing with electronic records, we all must remember that we can learn so much from each other, and that no one has all the answers. So it's very comforting to learn that NARA is essentially saying that they are in the same boat with us in finding ways to meet the challenges. I certainly do not agree with all of the concepts and thoughts expressed in the proposal, but the bulk of it sounds very familiar, as we have been arriving at many of the same conclusions over the last few years. Those conclusions include the following:

Our current approach to scheduling and appraisal, like NARA's, is often labor intensive and time consuming.

Our records management program's responsibilities have always exceeded its allotted resources. This is not going to change for the better, so we must continue to work to find ways to streamline the scheduling process.

Many retention schedules are out of date and/or do not reflect the current technology being used to generate or reformat the records.

We too can benefit from emphasizing risk more to state agencies, both risk to agency business needs and risk of loss of the historical record.

We also recognize the need to create mutually supportive relationships with agencies and have been working to do just that.

We too could benefit from the creation of more general schedules (schedules for certain types of records common to all agencies or offices which may be established by the department and the State Records Committee) and from the updating of those currently in place.

We too could benefit from incorporating into our theoretical framework concepts from the ISO records management standard 15489, issued in September 2001.

and finally:

The proposal's idea of encouraging physical transfers of archival electronic records and taking on the preservation responsibilities for the agencies prior to legal accessioning sounds very similar to an approach that we have discussed with agencies, one that Dr. Galloway referred to as "escrow archiving."

⁶ Mary Rawlings-Milton's dissertation is available online at <http://scholar.lib.vt.edu/theses/available/etd-04202000-13400008/unrestricted/Ereecs.pdf>

I think it is indicative of the need for flexibility in scheduling brought about by the reality of electronic records.

The need for ongoing reexamination of existing policies and procedures is a natural result of the proliferation of non-paper records. Recognizing and admitting the need for updates and improvements is very important. The realization of the need for an electronic records program at MDAH came from self-examination and foresight. We're fortunate to have had the grant-funded initiative and to be as far along as we are. We have a foundation of sound records laws and leadership dedicated to compliance. There's an awful lot that's right about what we are doing, just as I know there's an awful lot that's right about the work of the National Archives. I know we look to them for leadership and we are especially thankful for their role in finding long-term preservation answers for electronic records.

(David Pilcher has been employed by MDAH since November 1985, primarily as an archivist working with government records. He served as project team leader for the Mississippi State Sovereignty Commission records imaging project from 1994 to 1998. He joined the staff of the MDAH Electronic Records Initiative in June 1998, and became head of the Electronic Records Section in September 2000.)



The Conversion of the Mississippi State Sovereignty Commission Records

by Anna Schwind, Sarah Rowe-Sims and David Pilcher

In 2001, after the final court-ordered record release, the Electronic Records (ER) section of the Archives and Library Division of the Mississippi Department of Archives and History (MDAH) assumed responsibility for the electronic version of the Mississippi State Sovereignty Commission records.⁷ In addition to basic maintenance and preservation responsibilities, ER was assigned the task of converting the proprietary in-house system to make it web accessible. This was a watershed project representing both closure and new beginnings. Not only would the web-enabled electronic version mark the final stage in access with the promise of global availability via the Internet but it was also the first time ER would be able to test its migration strategies and open source philosophy.

Although in technological terms the year 1994 is ancient history, the scanning project was no less daunting or ambitious than the recent conversion. The original Commission records were scanned, indexed and processed by MDAH in accordance with American Civil Liberties Union v. Fordice, 969 F.Supp. 403 (S.D.Miss. 1994). MDAH needed to be able to meet the court's special privacy and disclosure provisions while preserving the original hardcopy records and maintaining the integrity of the original filing system. MDAH sought an imaging solution that would enable the production of an exact and secure electronic version of originals in which every item was uniquely identified and that mirrored the original filing system. These images would be coupled with and accessible via a court-required index of personal names. In addition, MDAH needed the ability to affix court-specified redactions to portions of text on certain pages as well as seal folders of documents upon request.

⁷ For those unfamiliar with the Mississippi State Sovereignty Commission, the protracted legal battle to open its files and MDAH's involvement in the whole saga, see the Agency History and Case Chronology of Sovereignty Commission online <http://mdah.state.ms.us/arlib/contents/er/scagencycasehistory.html>

MDAH contracted with Alabama based SysCon Computers to design and implement an imaging system. The project staff worked with SysCon to theorize how input, retrieval and access should work within the database. SysCon proposed to develop and install in three phases a custom application for project use. The first phase would address the scanning, storage and partial indexing of documents. The second phase would address the complete indexing and redaction of scanned documents. The third phase would provide for search, retrieval and printing of pages. SysCon delivered and installed the hardware and initial software in November 1994. The database, which ran on Oracle and used a Windows based client, was customized for project purposes by SysCon President Bob Wilson and was modified and upgraded as necessary by him throughout the project.

The system included a separate form for quality control viewing of images as they were scanned. Pages were rescanned as necessary. As images were created they were stored on the network drive until sufficient volume of 655 megabytes was available to create a compact disc. The images were then exported to a single data file and one index file, a process known as BLOBbing.⁸ These two files were then transferred to digital audiotape and copied to a compact disc using a recording unit. A second disc was made for backup. The contents of the disc were then compared with the images still stored on the network drive. If they compared exactly, the image files were removed from the network drive.

Eventually twelve compact discs were filled with image data files. However, later in the project problems arose with discs jamming when retrieving images sequentially from separate discs within the same changer, causing work delays. Therefore it became necessary to transfer the images on the discs back onto two 4.3-gigabyte hard drives which SysCon installed on the server. This greatly increased speed and responsiveness during the period of searching and printing following the inquiry period. A writable compact disc drive was added to one of the workstations at this time. It was used first in restoring information to the hard drive and later to produce compact discs for the public access version of the system.

Scanning began in early December 1994 and was completed with the exception of the Commission's financial records in late May 1995. The financial records were scanned several months later, bringing the total of images within the database to approximately 132,700. On average, roughly 1000 images were scanned and checked per day. The indexing of the scanned images was done within a separate form which allowed the calling up of the image and name entry forms side by side onscreen and the linking of personal names and classification (as Victim or State Actor) with each image. Once indexed, images were inaccessible from this form as they were now part of the DBMS BLOB. The quality control form could then be used to check for indexing errors, with a separate form available as well for making corrections. Eventually all three project staff members were engaged in indexing full-time, with additional staff members brought in to assist with indexing quality control. The indexing and quality control period lasted approximately one year and two months. This resulted in a personal name index of approximately 87,000 unique names, comprising nearly 300,000 occurrences, with each name classified as a Victim or State Actor.

In January 1997, in accordance with the court order, MDAH advertised in local and national newspapers inviting the public to review the records. MDAH mailed questionnaires to the nearly 1000 people who responded to the ads. 700 completed questionnaires were returned within the specified time. Based on the identifying information provided in the questionnaires, nearly 360 of these individuals were located in the files and mailed copies of the salient documents. This mailing amounted to roughly 25,000 pages.

⁸ BLOB: "short for *Binary Large Object*, is a collection of data stored as a single entity in a database management system (DBMS). BLOBS are used primarily to hold multimedia objects such as images, videos, and sound, although they can also be used to store programs or even fragments of code. Not all DBMSs support BLOBs." ["BLOB," Webopedia.com, September 01, 1997<

<http://webopedia.com/TERM/B/BLOB.html>> (January 2, 2003)].

The court required that MDAH redact the names of other respondents from the printed documents mailed to respondents. The system had the ability to attach an unlimited number of rectangular overlays to a name and to activate and deactivate as needed to redact the name and identifying information. When activated, the redactions appear as black boxes on the image. Upon reviewing their records, the majority of individuals chose full disclosure. However, 42 individuals chose some kind of privacy option requiring adjudication.

In January 1998, Judge Barbour ruled that all non-contested records should be opened and in preparation, the project staff created a new set of compact discs with each block of data run through a purge program to remove the contested images completely. Approximately 7700 pages remained sealed and names of contested individuals were removed from the index. On March 17, 1998 the bulk of the records were opened. A separate server, database and computer terminals were set up in the search room for this purpose. Subsequent releases occurred on July 31, 2000 and January 18, 2001. These releases contained the court-approved redactions and approximately 2,311 pages of rebuttal material submitted by Victims in response to the records. In accordance with the court's directive, the rebuttal material was scanned in as an accretion to the main collection. Statements were added to every page in which the name of a rebuttal respondent appeared alerting the user to the existence of his/her rebuttal. The records were searchable by personal name, folder title, and classification plus folder number. These capabilities grew from access requirements during processing.

The 2001 release marked the end of the privacy and disclosure process and ER assumed responsibility for the electronic version of the records. With the short-term court ordered objectives completed, ER now turned its attention to the long-term requirements of preservation and access. One of the underlying tenets of electronic records preservation is active intervention. Unlike their more stable hardcopy counterparts, hardware, software and file formats all have a tendency to display remarkably short life spans, and to be so dependent on one another that preservation of the data embedded in these systems invariably fails without periodic migrations. Therefore, a commitment to preserving electronic records is essentially a commitment to migrate them from platform to platform forever and ever. For ER the Sovereignty Commission Records provided the first opportunity to test our hand at the theory of constant migration for record preservation. The database had been built on a version of the Oracle database that was no longer supported by the company. The networking used to communicate between the database and the stations in the search room was an obsolete version of Novell, also unsupported, and without any way to integrate these stations into our intranet or the wider Internet. Lastly, the hardware was between six and eight years old and had already outlived its expected lifetime. The system, its database, and the records themselves were all living on borrowed time.

Rather than waiting until the staff arrived one day to find everything no longer worked, ER began the work of migrating the records to another platform and another system. According to our strategies for managing electronic records, we selected open source software whenever it was available to suit our needs. We selected open formats whenever available as well. In addition, our desire to provide increased access to the records put some other constraints on our migration efforts. We wanted to provide universal, worldwide access to the Sovereignty Commission images, which meant making them available through the World Wide Web. This limited the range of our choices for image formats, as we felt very strongly that the images should display natively in the browser, without requiring the use of proprietary plug-ins.

The Sovereignty Commission files were originally released in various iterations, because of court rulings and the privacy issues related to the people named in the files so the data was handled in various different ways in the database. In some cases the images were blobbed into the database with pointers as to their length and offset. In other cases the images were not blobbed, and just residing on the hard drive or the cd-roms, with pointers to their path and filename. As for the database indices, the indexing requirements changed several times during the course of the data entry, so that in some cases tables held duplicate data, while in other cases tables were empty of any rows, and in still others data that was of the same type and should have been in the same table was scattered across various parts of the database. Now, with the data in a fixed form, it became part of the migration task to clean up the database. It was even hoped

that some things that had been requested of the vendor for the original system but unavailable due to the technological limitations of the original system might be implemented in the migration, providing not only wider access, but also deeper access to the records.

The migration process involved a number of steps and took over a year to complete.

The first step was the purchase of new hardware.

The second step involved choosing the software. All the tools chosen for the project were open source and freely available: *linux*, *postgres*, *apache* and *php*. Since we wanted the images to ultimately appear on the web, we decided that the browser would be the access tool for both the in-house and the external version instead of trying to do a lot of effort duplication to create two versions. This choice automatically set even more constraints on us, including forcing us to change the look and feel of what had been a windows oriented interface to a more platform independent web oriented interface. We underestimated the impact this superficial change would have on the staff that used it on a daily basis.

The third step was the most processor intensive and time consuming step, although it typifies the type of things that computers are best suited to and involved next to no effort from the staff. The images that had been integrated into the database (the vast majority of them) had to be extracted from the database and made readable by any program. This required thousands of hours of processing time on our new hardware.

The fourth step involved converting the images from their original format to a new format. The original format of the images was a compressed bitonal tiff that would not display in any browser natively. ER considered various image formats in terms of image clarity, open formats and image sizes and had begun a conversion to *jpgs* before settling on the *png* format.

The fifth step involved extracting all the data, cleaning it up and reconstructing the database in *postgres*.

The sixth step was the one that involved the most hands-on work from the Electronic Records Section. In order to access the records we designed a user interface with various query capabilities. Besides adding extra capabilities to the system, such as the ability to browse the index and the ability to go directly to rebuttal files, we also wanted to make sure we included all the functionality of the old system. Not only that, we wanted the interface to be very easy to use. The creation of the interface also coincided with the data check phase. As queries were made available to ER staff who had worked on the previous version and knew the data fairly well, we were able to run queries and examine result sets and individual images to make sure everything was in order thus far. We were confident and hopeful that a leaner, cleaner database and new hardware would give us a significant performance increase over the aging original system, and it did. Queries returned results substantially faster than in the old version and queries that returned result sets that were too large for the old version to handle worked in the new version without crashing.

The new Sovereignty Commission database was ready to be opened, and it was decided that it would first be opened in-house with the hope of receiving feedback from staff and patrons and fixing any bugs we might discover in daily use of it before making it accessible on the Internet. In the first few days of use several critiques were made, including complaints about the clarity and size of the converted images. All of our testing had not focused on the images themselves, but on the search mechanism and we realized that we weren't exactly well suited to determining what image size would be appropriate. We assembled a committee to assist us in determining what resolution and size of image would be adequate and knew that we would soon be faced with a reconversion of all the images. We felt that soliciting input from staff members from different walks within MDAH, viewing this from different angles, would help us to identify all the necessary improvements. A new size and resolution were chosen, and the images underwent an

additional reconversion. The database stayed up and accessible throughout this process, and the new images replaced the old as they were converted.

As the images underwent closer scrutiny the issue of photographs was re-explored. Although the vast majority of the collection is paper in the form of reports, correspondence and newspaper clippings, there are approximately nine hundred photographs. These remarkable photographs include Freedom Rider and other activist mug shots from around the state and South, demonstrations in Mississippi, Alabama and the California-Berkeley campus and public relations photographs of African-American professionals, businesses, church activities and educational facilities. Access to these images has been poor. Pursuant to the court order records were indexed for personal names and thus a researcher would only *stumble* across a photograph if a name happened to appear and was indexed on that page, which is an uncommon occurrence. The project staff had long been unhappy with the status of photographs in the collection and wanted at the very least to provide an additional photograph index. In addition, ER also saw the need to integrate these images with the emerging MDAH digital image archive to provide seamless access to the agency's holdings. Such an endeavor would require the photograph scans to conform to the digital image standards laid out by the Archives & Library Division's Image and Sound Section (IS). Accordingly, ER scanned all the unredacted photographs and individually described each according to the ER/IS metadata element set. As of this writing, ER is in the process of constructing a search mechanism that will index them separately as well as link them back to their original folder in the main electronic collection. We expect this exciting new resource to be available as part of Sovereignty Commission Online in spring 2003.

With the second image conversion concluded, ER was ready to publish the Sovereignty Commission Online (as the new database was named) to the web. Those records, the first of many, many migrations which will hopefully provide increasing access to collections of electronic records accessioned by MDAH, are currently available at this URL : <http://www.mdah.state.ms.us/arlib/contents/er/> . We welcome any questions and feedback on this exciting project.

Please address any email about the project to elecres@mdah.state.ms.us

(Sarah Rowe-Sims has worked as an archivist in the MDAH Electronic Records Section since February 2001. She joined MDAH in 1994 and was one of a team of three archivists who processed and handled the opening of the Mississippi State Sovereignty Commission records from 1994-2001.

Anna Schwind has been the Lead Systems Administrator for the MDAH Electronic Records Section since July 1998. Prior to that she was employed as a Systems Librarian at Delta State University in Cleveland, Mississippi.)



Descent of the Papersquashers

by Russell D. James, Columbus-Lowndes Public Library

Court records are complex. To understand them, special training is necessary. For archivists the court records we have in our collections are mysteries we crave to unravel, but never have the time to do so. The court records of Mississippi have taken on a new meaning and importance for archivists in the past year.

The Church of Jesus Christ of Latter Day Saints (LDS) under the auspices of the Genealogical Society of Utah, has sent missionary couples into our fair state to preserve and microfilm the records of our circuit and chancery courts. While here, these records are meticulously preserved and prepared for the

microfilming process. One Lowndes County citizen dutifully nicknamed the couples who sort, flatten, humidify, and index these court records "papersquashers."

Mississippi courts are divided by lines of law and equity. Our legal courts are called circuit courts; our equitable courts are called chancery courts. Each deals in different matters. The operations of each contribute so richly to our understanding of county and state history. The circuit courts record our marriages and try our criminals, the chancery courts decide on estate matters.

So much Mississippi history was lost during and after the Civil War when our courthouses were burned (down). Since that time, floods and other natural disasters have destroyed even more records vital to the history of our state. Thankfully, however, much of the court record stands, containing much historical and genealogical information.

The LDS regularly calls upon its faithful, young and old alike, to volunteer to serve a 12 or 18 month mission, traveling to far away lands to evangelize or do service work. Some retired couples have been assigned the task of preparing Mississippi records for microfilming. Many couples have never been to Mississippi and to some the state seems like a foreign country.

Those who prepare the records have a daunting task. Location of the records is sometimes difficult and the organization of them even more so. In Lowndes County, the now defunct county department of archives and history sorted, cleaned, and stored most of the old records.

After the general organization of the records is completed, the papers must be read for names to add to the index, any fasteners must be removed, the documents must be humidified and then pressed. The unique document presses built by LDS volunteers are fascinating machines, so awe-inspiring that they are the basis of the nickname "papersquashers."

The dozen or so couples who have volunteered to preserve and microfilm our records have spent countless hours doing a job that the counties and the state of Mississippi would have to pay thousands or millions of dollars to hire people to perform otherwise. No doubt our court records will last for another two hundred years because of the efforts of these dedicated missionaries.

Visit the collection's website at archives@lowndes.lib.ms.us

(Russell D. James holds an M.A. in history from the University of West Florida. He is the archives and manuscripts librarian at Columbus-Lowndes Public Library and is the associate editor of the *Mexican War Journal*.)

Still available:

Mississippi's historical heritage:
a guide to women's sources
in Mississippi repositories
compiled by Joanne V. Hawks
1993

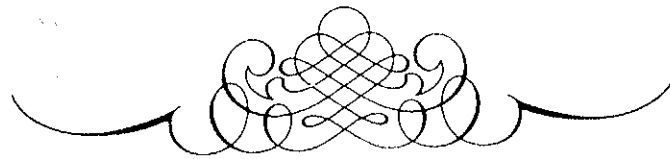
Cost: \$ 15 plus postage

Send orders to :

Society of Mississippi Archivists

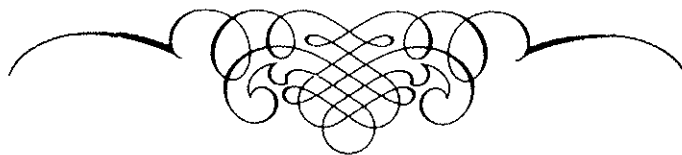
P.O. Box 1151

Jackson, MS 39215-1151

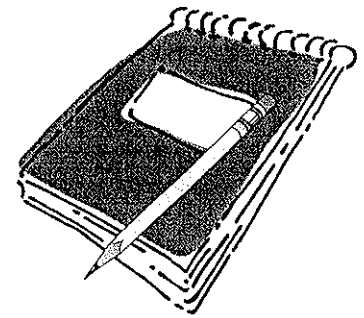


Proposed Slate of Officers for 2003/2005:

Secretary/Treasurer	Chris Cullnane Librarian, Belhaven College, Jackson
Vice-president/President Elect	Dr. Craig Piper Mississippi State University Archives
Board Members	Mattie Sink Mississippi State University Archives (2002-2004)
	Dr. Betty Uzman MDAH (2002-2004)
	Diane DeCesare Ross McCain Library and Archives, University of Southern Mississippi (2003-2005)
	Russell D. James, M.A. Billups-Garth Archives Columbus-Lowndes Public Library (2003-2005)



Reports



SAA 2002 ANNUAL MEETING
AUGUST 19 - 25, 2002, BIRMINGHAM, ALABAMA
SESSION REPORTS

Reported by Dr. Lynne Mueller, Special Collections Librarian, Mississippi State University Libraries

PRE-CONFERENCE WORKSHOP, "ECHOES OF THE OLD SOUTH: AFRICAN AMERICAN FAMILY HISTORY AND GENEALOGY AND ARCHIVAL REFERENCE SERVICES," AUGUST 19, 2002

Instructor Russell P. Baker, CA, archival manager and deputy director of the Arkansas History Commission and State Archives, conducted a one-day workshop for archivists and others who help African Americans research family history. He began with genealogy in general and the functions it fills as hobby, as connection between the individual and a broader heritage, and even as a source of medical information. He recommended that any researcher broaden his or her inquiries to include not only direct but collateral lines, a study that, in the South, is likely to require researching relatives of multiple races. Baker then concentrated on four areas: vital records and censuses; county and local records and newspapers; military and pre-Civil War records of both slaves and free Blacks; and Freedmen's Bureau records and other post-Civil War transitional records. He described the origins of these records, likely locations, indexing or other guides, and limitations in the records. Coverage of the record types made many of Baker's comments applicable to any genealogists regardless of race, but he made special mention of those sources particularly useful to African Americans. In addition, he included some special resources for those searching both African American and Native American ancestors.

"HISTORICAL AND CULTURAL RAMBLE TOUR IN THE ALABAMA BLACK BELT TOUR," AUGUST 21, 2002

Joyce Lamont, former curator of the Hoole Special Collections Library at the University of Alabama, and Alexander Sartwell of the Alabama Geological Survey, assisted by Jessica Lacher-Feldman, currently at the Hoole Library, led an all-day bus tour through the Alabama Black Belt. Sartwell outlined the geological development of Alabama and how the soil types and the rivers influenced history and the economy. The tour began in Eutaw, Alabama with a drive through some of the older neighborhoods to see examples of early farm and town houses. Near Forkland, the group toured Thornhill, an antebellum home still in private hands. Thornhill sits on an unusually high hill for the terrain with views covering several counties. Among the dependencies is one of the few remaining examples of a plantation school house, built as a miniature of the main house. Next, the tour stopped at Bluff Hall in Demopolis, built in 1832 for Francis Strother Lyon. The Marengo County Historical Society opened the Hall, and the neighboring Civic Center, with its view over the Tombigbee River limestone bluffs. Bluff Hall began as a simple Federal-style townhouse but was updated into the Greek Revival style by 1850. Lunch at Foscue House, an antebellum farm house on the outskirts of Demopolis, was followed by a tour of Gaineswood, restored by the Alabama Historical Commission. George Strother Gaines originally built a two-story log

cabin on this site. His friend, Nathan Bryan Whitfield, bought the property and incorporated the original cabin into a stylish Greek Revival Home.

The afternoon included a visit to the Allen home near Old Spring Hill and St. Andrew's Episcopal Church, located in the heart of the Black Belt. St. Andrew's, built in 1858, is no longer an active church, although it is used for occasional special services. On the way back to Tuscaloosa and Birmingham, the bus drove through some of the older parts of Greensboro, another antebellum town of the region.

GROUP MEETING, "COLLEGE AND UNIVERSITY ARCHIVES SECTION," AUGUST 22, 2002

The meeting included discussion groups on archival outreach, public and private e-mail in colleges and universities, digitization projects, and university anniversaries as both opportunity and problem. The discussion on digitization projects highlighted the difficulties of turning easily-funded projects into ongoing programs, and the costs and benefits of applying resources to a digitization project. The subgroup discussing anniversaries talked about both the drain on resources to provide materials for an anniversary and the benefits of highlighting anniversaries in gaining new materials for collections.

SESSION, "WHEN YOU COME TO A FORK IN THE ROAD, TAKE IT: MANAGING MANDATED CHANGE IN THE ARCHIVES," AUGUST 22, 2002

Maria Schoeberl, of the Harley-Davidson Archives, began by describing the development of her corporate archives from its founding as part of the public relations department to its transfer to the newly-created museum department in preparation for the company's centennial. Her job changed from traditional archivist to museum curator; her clients changed from customers wanting help restoring motorcycles (and someone to listen to their enthusiasms) to museum designers and artists; her collection changed from corporate records to memorabilia. She had to reeducate herself to manage artifacts and to provide conservation for a broader variety of materials. Michael Moosberger of Dalhousie University Archives talked about change in a university setting. The previous archivist at Dalhousie had collected in response to his own interests rather than the needs of the university. An external review pointed out the need for a records management program, better control on collecting, and better relationships with the Nova Scotia archival community. The archives closed for several months while the staff inventoried, rearranged and weeded collections. Transferring non-University materials to other archives also helped bring about a province-wide acquisition strategy that benefitted everyone. Gail Redman of the Historical Society of Washington, D.C., traced the changes in her organization from an elite club housed in a nineteenth-century mansion to an organization representing the broader population and supporting community development and tourism through exhibits.

SESSION, "COLLEAGUES IN CULTURAL RESOURCES MANAGEMENT: ARCHIVISTS, LIBRARIANS, CURATORS, AND CONSERVATORS," AUGUST 22, 2002

James Stimpert of Johns Hopkins University, began by discussing the difficulties of adapting archival procedures to fit an academic library, a sometimes frustrating exercise in trying to communicate the needs of the archive to individuals who think in library terms. Leon Stout of Pennsylvania State University talked about the differences between museums and archives. In particular, he discussed the ways museums and archives present history—archives give the researcher an array of documents and the time to analyze the facts while museums provide only an example of documents and a "canned" analysis that may be much more shallow. Miranda Martin of the National Archives also presented a paper on archivists and conservators.

GROUP MEETING, "REFERENCE, ACCESS, AND OUTREACH SECTION," 23 AUGUST 2002

Diane Kaplan of Yale University described the methods Yale uses to educate students in the use of archives, including one-on-one sessions, classroom instruction, and special sessions for teachers on how to incorporate the use of archives into their courses. Yale also offers a web-based tutorial to accommodate students' preferences for time. Marty Olliff, now of Troy State University at Dothan, described a similar website he created while working at Auburn University. The site explained what archives are, defines basic concepts (such as collections and finding aids), and lists departmental policies. He also suggested that some of this information could be linked into on-line guides to help the researcher follow through the appropriate

steps in accessing collections. Debbie Pendleton gave a general overview of her institution, the Alabama Department of Archives and History. She covered their funding from the state legislature and the use of friends' groups and a development foundation to tap private resources as well as the current construction of a new wing. She also discussed some of the changes in clientele in recent years with the advent of the web. Amy Leigh of Duke University's Sally Bingham Center on Women's History described the center's outreach program, which includes evenings of readings given at schools, nursing homes, and other sites to increase awareness of the archives.

PLENARY SESSION, "WITNESS TO HISTORY- ARCHIVISTS AND THE WORLD TRADE CENTER DISASTER," AUGUST 23, 2002

This plenary session was unusual because it was added to the program after the regular proposal date and because, traditionally, the Society of American Archivists does not have three plenary sessions at a conference. However, it was felt that there needed to be some recognition of the changes that 9/11 posed for archives as well as for society at large.

Robert Morris, of the National Archives and Records Administration Records Center in New York, witnessed the attack on the World Trade Center from his office just a few blocks away. He described his staff's reaction and their attempts to get home from the closed part of lower Manhattan. He also showed some slides taken by a staff member from their cafeteria window and in the street. The Record Center reopened to staff only on September 19, and they immediately began trying to determine what record losses may have occurred in the attack. No archivists were killed, but among the federal records lost were those of the U.S. Customs Service housed in the World Trade Center complex. Unfortunately, the Service stored their backup tapes in the same building. Federal court records stored nearby were also damaged and disrupted, although not completely destroyed. Federal emergency plans never envisioned such extensive damage for a range of sites, and are now under review. NARA and the Record Centers are also enhancing security and limiting access to identity sources that might aid terrorists.

George Tselos, with the National Park Service, was on his way to work on Ellis Island when the first plane struck the World Trade Center. Because an attack on Liberty Island was expected, all Park Service staff was evacuated from both islands. In accordance with the disaster plan in place, a triage station was set up on Ellis Island and Park Service boats that normally carry staff to the island began evacuating people from lower Manhattan. Archival collections at Ellis Island actually benefitted in the long run because Park Service staff from both Ellis and Liberty Islands processed papers in the period between the time they returned to work and the time tourists were allowed back. Tselos summarized new security policies instituted as a result of 9/11 and said that he believed the Statue of Liberty would never again have the unrestricted public access as in the past.

Gwynedd Cannan of Trinity Church Archives talked about her experiences. She was just exiting the subway when the first plane crashed, so she was able to get home without undue delay. Her office was in a building just behind Trinity Church, a few blocks from Ground Zero. Dust and ash did get into the building, but not into the actual record storage areas in the interior. St. Peter's Chapel, a dependency

of Trinity, was across the street from the World Trade Center and narrowly missed being crushed by a falling beam that hit a tree in the churchyard. Trinity Church itself became a care center for rescue crews, providing food, cots, and other necessities.

The last speaker, Dr. Thomas Terndrup, is a trauma physician at the University of Alabama Birmingham hospital. He and two of his staff were in a conference in Brooklyn, just a mile away from the World Trade Center. When they realized what had happened, all of the emergency personnel in the conference decided to help by doing what they were trained to do. They crossed the Brooklyn Bridge against most of the traffic, found usable space in nearby buildings and set up medical stations as close as they could. He also explained some of the planning now going on in medical circles to provide for future disasters of this magnitude.

SESSION, "ARCHIVES UNPLUGGED: ISSUES IN PRESERVATION OF ARCHIVAL MATERIALS," AUGUST 23, 2002

The "Archives Unplugged" sessions are one-hour versions of longer SAA workshops on general archival management, and several of these were held throughout the conference. Mary Lynn Ritzenthaler, who frequently presents workshops on general paper and photographic conservation, provided an overall review of basic conservation principles. Anyone who has taken one of the longer workshops in the past could benefit from one of these quick sessions to learn of new products and the current thinking on handling materials.

SESSION, "FINDING OUR ROOTS, RESPECTING OUR ANCESTORS' PRIVACY: PRIVACY AND CONFIDENTIALITY ISSUES IN GENEALOGICAL RESEARCH," 23 AUGUST 2002

Timothy Salls of the New England Historic Genealogical Society described the development of his organization, an advocate of high standards in research. From the beginning, NEHGS has recommended a straightforward approach to "delicate discoveries" in order to make sure that the historical record is as complete as possible. At the same time, awkward facts should be weighted no more heavily than the good about an ancestor because scandal is not the point of scholarly history. Robert Johnson-Lally, of the Archdiocese of Boston, talked about the kinds of records in the church's archives that would be useful for genealogical research and about access to those records. Since many of these, particularly marriage, annulment, baptismal, and orphanage records, may give clues to old family secrets, they can be controversial. Typically, the Catholic Church leaves access policies to individual archives. Genealogists usually think of church records as open to all, but in reality, these are private as opposed to public records. The archives are under no obligation to open them at all. In practice, the Archdiocese of Boston uses the 72-year rule of census access to close recent files, and reviews older records on an individual basis before deciding how much to release to an individual. Arlene Schmuland of the Utah State Archives presented information on the Utah Government Records Law that went into effect in 1992. Surprisingly enough, Utah has major restrictions on death, adoption, and military records, even though it is the epicenter of genealogical research in the United States. The 1992 law has opened some of these records, but only after 50 to 100 years, and will actually be closing some records permanently. The Utah State Archives, however, does not get many genealogical requests since they are located only five blocks from the Family History Library.

SESSION, "MOLD: THE FUZZY REALITY," AUGUST 24, 2002

Robert B. Simmons, a biologist from Georgia State University, presented a slide show on fungi, describing the varieties that cause most reactions in human beings and the best methods used to control each variety. Mike Trinkley of the Chicora Foundation, Inc. reiterated most of this information in his segment. Hilary A. Kaplan of the Georgia Department of Archives and History reviewed some of the methods used to clean up a mold infestation, including legal requirements for protecting the individuals

doing the work. The general consensus was that mold can be controlled, but once damage is done to documents it cannot be reversed.

SESSION, "RESPONDING TO TERRORISM: THE ARCHIVAL CHALLENGE," AUGUST 24, 2002

This session, like the plenary session, was added after the normal proposal deadline. SAA recognizes that archivists are now faced with documenting the present in addition to the past, and the session concentrated on new documentation strategies under development.

Stephen Novak of Columbia University Medical Library dealt with the activities of New York area archivists immediately after 9/11. Their first response was to check on archivists known to work in Manhattan. About two weeks later, a group of twenty archivists began meeting to find out how much damage was done to collections and to begin documenting the event. Very little damage was done to collections not actually in the World Trade Center complex, but the New York Port Authority Archives and the records of the archaeological dig for the African Burial Ground in New York were both lost. The World Trade Center Documentation Task Force was the outgrowth of this group of twenty. They divided the project into six subgroups on government, health care, labor, emergency responses, entertainment, and other activities (including churches and charitable work), and outlined a strategy to collect materials and conduct oral histories. They hope that this may become part of a wider program to document New York City at the turn of the millennium.

Leonora Gidlund from the New York Department of Records and Information Services showed slides and described methods used to document and preserve the Pier 94 WTC Memorial Wall set up by the Community Assistance Unit. This was the wall on which family members seeking help from the unit could leave messages. Ultimately, most of the wall was saved by photographing it in detail and parceling it out among several repositories.

Kathleen Lloyd of the Navy Historical Center and Capt. Michael McDaniel of the U.S. Navy Combat Documentation Team, talked about using their routine oral history techniques derived from after-combat reviews to document the attack on the Pentagon. They interviewed "first responders" first before going on to interview Navy personnel and civilian workers in the Pentagon. Because of the war in Afghanistan, many of the higher-ranking Navy officers have not yet been interviewed. Other branches of service also conducted interviews among their staff, but the Navy Historical Center will be combining much of this information into a book next year covering the experiences of all the services. Capt. McDaniel, who had previously led the team interviewing survivors on the U.S.S. *Cole*, talked about the difficulties interview teams themselves had in coping with the horrific stories they heard. The Navy Historical Center is recommending that FEMA include documentation of disasters as part of its mitigation planning in the future, both to create a base of information about disasters and to give survivors a psychological opportunity to "vent."

Reported by Dr. Toby Graham, Director, McCain Library & Archives, USM

THE METS METADATA ENCODING FRAMEWORK

The Society of American Archivists held its 66th annual meeting on August 19-25 in Birmingham, Alabama, at the Birmingham Sheraton Hotel. Featuring an extensive list of pre-conferences, local tours, plenary sessions, and concurrent programs, the SAA meeting offered programming of interest to individuals in virtually every area of archival work.

The conference's location lent a Southern flavor to the proceedings, however, and there were numerous events associated with documenting the history and culture of the region, particularly of Birmingham's own pivotal role in the Civil Rights Movement. In the first plenary session--following a talk by incoming SAA president Steve Hensen--the Reverend Fred Shuttlesworth delivered a rousing speech

giving the audience insight into the courage, faith, and commitment to justice of this leader of the Birmingham movement through the 1950s and 1960s.

In recognition of current national challenges, the second plenary session covered the role of archivists in documenting the World Trade Center disaster. The SAA also offered a popular series of programs on archival fundamentals, including sessions on acquisition and appraisal, arrangement and description, preservation, reference, and other topics on basic practices. Audio tapes of these proceedings are available through SAA.

Individuals from Mississippi institutions represented in the SAA proceedings included Dr. Charles Bolton (University of Southern Mississippi) who spoke on efforts by USM's Center for Oral History and Cultural Heritage to record and disseminate civil rights oral histories. Dr. Alferteen Harrison (Jackson State University) spoke on the relationship between African-American communities and the archives that document them. H. T. Holmes (Mississippi Department of Archives and History) reported on the ongoing construction of the new state archives building in Jackson.

A concurrent session of particular interest was on the emerging Metadata Encoding Transmission Standard (METS) given by Bernie Hurley (University of California, Berkeley), Carl Fleischhauer (Library of Congress), and Robin Chandler (California Digital Library). The goal of METS is to bring together under a single framework the several types of metadata associated with digital assets, including descriptive, administrative, and structural information. METS also is designed to describe complex digital objects. Examples include those with multiple files arranged in a hierarchical fashion, such as the pages in a book with images appearing on specific pages, or objects that combine a variety of file types, such as scanned image pages with accompanying e-text transcripts or multimedia files.

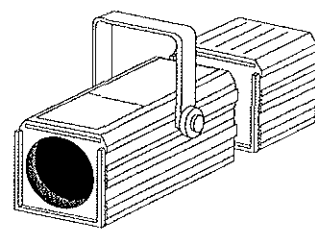
Rather than replacing established metadata standards, such as Dublin Core and MARC, the objective of the METS initiative is to incorporate them into the descriptive metadata section of the METS framework. When combined with technical requirements, rights and provenance information, a list of associated files, and a structural map of the resource being described, the result is an "information package" that, ideally, will enhance the ability of a repository to reformat or migrate data accurately, and, thus, promote the longevity of the digital object.

Though the University of California, Berkeley, the Library of Congress, and the California Digital Library each have METS generating tools currently under development, it remains to be seen whether this clearly promising standard can be made practical for use by the rank and file of cultural repositories. In the question and answer period, an individual from the audience asked whether the considerable "overhead" associated with implementing such a complex metadata framework would impede its general adoption. The consensus of the speakers seemed to be that METS currently is in a phase of development where implementers are exploring "what METS can do" rather than how it can gain wide acceptance outside of their own programs. Carl Fleischhauer suggested that METS might develop in a pattern resembling that of Text Encoding Initiative (TEI), where an over-elaborate XML standard eventually received wide adoption in a scaled down TEI Lite version.

The dues for SMA are usually collected at the annual meeting. Don't forget to pay in Cleveland or send your check to

Membership Chairman
Society of Mississippi Archivists
P.O. Box 1151
Jackson, MS 39215-1151

Spotlight on Mississippi Archives



TOUGALOO COLLEGE ARCHIVES, JACKSON

Tougaloo College Archives, located in the L. Zenobia Coleman Library, was designated as the official college repository in 1991, to preserve and access records of the college, offices, departmental files, individual papers and collections that are significant to the evolution and growth of the college's development.

The mission of the Tougaloo College Archives is to support the goals of Tougaloo College by identifying, collecting, organizing preserving and making available valuable records of the institution. The archives also serves as a research and reference center for the Mississippi Civil Rights Movement.

Tougaloo College Archives consists of two major subjects: Tougaloo College History and the Civil Rights Movement in Mississippi. Some of the official college documents that are deposited in the **Tougaloo College History** series include, but are not limited to the following:

- Official College Documents
- Bulletins, Newsletters, Class Schedules
- College Publications
- Newspaper Clippings related to College
- Publications of College Personnel and Students
- Audio-Visuals of Tougaloo College Contributors
- Student government and organization records
- College sponsored events
- External reports concerning Tougaloo College
- Writings and correspondence of College personnel
- Historic memorabilia

The College Archives does not hold personnel or student records. Records of students from Southern Christian Institute and the Tougaloo College Preparatory High School are available. Student records prior to 1889 are archived at the Amistad Research Center, Tulane University, New Orleans, Louisiana.

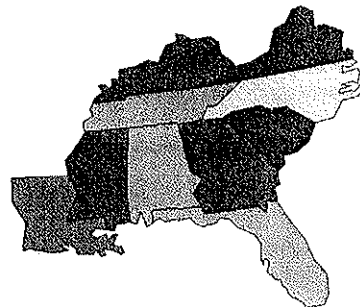
The Mississippi Civil Rights Collection contains personal papers, oral histories, photographs, artifacts, memorabilia, the Medgar Evers House and other important tokens of civil rights activists in Mississippi.

The collection includes:

- Gladys Noel Bates
- Aaron Edd Henry
- Robert L. T. Smith
- Ernst Borinski
- Fannie Lou Hamer
- Edwin King
- James F. McRee
- Mississippi Freedom Democratic Party (MFDP)
- Annie Rankin
- Republic of New Africa (RNA)

The Medgar Evers House, donated to Tougaloo College by his widow, Myrlie Williams Evers, is available for group tours by appointment. Call 601-977-7710 to schedule a visit. For more information contact the archivist Alma Fisher at the above number or via e-mail at alma.fisher@smtp.tougaloo.edu

Preservin' the South



Preservation News by Christine Wiseman
Formerly Education Officer,
SOLINET Preservation Field Services.

This is the last Preservation News column contributed by Christine Wiseman. Beginning October 2002, Christine has taken over as Preservation Services Manager at the Georgia Department of Archives and History. The Department is planning its move to its new building in Morrow, GA, from March 28 through April 11, 2002, and Christine will be right in the thick of it. We wish her all the best in her new job and hope to hear about her "moving" experiences once she has recovered! Contact information: cwiseman@sos.state.ga.us.

AASLH workshops

The American Association for State and Local History recently received an IMLS grant for the project *Archival Basics Continuing Education* to develop online and on-site basic archival training targeted at the non-traditional archivist. A one-day workshop is being designed as a model so that various groups and organizations can provide the course with minimal preparation and adjustment. AASLH is looking for potential host sites for the ten pilot workshops slated to be held starting in the Fall 2002. For more information contact Terry Davis at davis@aaahl.org or (615) 320-3203.

Heritage Preservation Publication about September 11th.

Heritage Preservation, one of the nation's leading advocates for the protection of cultural property, has just released *Cataclysm and Challenge*, the results of the first comprehensive study on the impact of September 11, 2001 on our nation's cultural heritage. The publication reports the results of a survey of 122 museums, libraries and archives in lower Manhattan following the September terrorist attacks. The survey included questions related to disaster preparedness and recovery that reveals significant information that should aid in protecting cultural collections from future disasters. For more information, and a pdf version of the entire report, see www.heritagepreservation.org.

Grants and Awards

There are a number of grants and awards programs that specifically fund the conservation and preservation of library and archival collections. Grants are an invaluable source of funding to supplement struggling preservation budgets by supporting special projects and consulting. Most grants are federally or state funded, but there are also potential opportunities through private organization and corporate foundations. Following are upcoming deadlines and news of recent awards. Directly below are a few selected resources for more information on public funding sources for preservation:

Heritage Preservation	www.heritagepreservation.org
Institute of Museum and Library Services (IMLS)	www.imls.gov
National Endowment for the Humanities (NEH)	www.neh.gov

National Historical Publications and Records Commission (NHPRC)
www.archives.gov/nhprc_and_other_grants/index.html

Preservation Assistance Grants

The National Endowment for the Humanities, Division of Preservation and Access, is in its fourth year of awarding small grants, of up to \$5000, to help libraries, archives, museums and historical organizations enhance their capacity to preserve their humanities collections. Applicants may request support for general preservation assessments or consultations with preservation professionals to develop a specific plan for addressing an identified problem. Institutions may also apply for funding to attend preservation training workshops and to purchase basic preservation supplies, equipment, and storage furniture.

The deadline for the 2003 Preservation Assistance Grants is approaching. Applications are due by May 15, 2003. For more information and updates on the guidelines, see the NEH website <http://www.neh.gov/grants/guidelines/presassistance.html>

2002-03 NEH Preservation Assistance Grant Recipients Announced

In 2000 the National Endowment for the Humanities (NEH) began awarding these small preservation grants to libraries, archives, museums, and historical organizations. A number of southeastern institutions were among the 2002-2003 recipients including the following:

Alabama (University of Alabama, Huntsville; Tuskegee University)

Florida (St. Petersburg College)

Georgia (Georgia Institute of Technology)

Kentucky (Pikeville College)

Louisiana (Southern University; Dillard University)

Mississippi (Mary Holmes College)

North Carolina (Lees-McRae College)

Tennessee (Lincoln Memorial University)

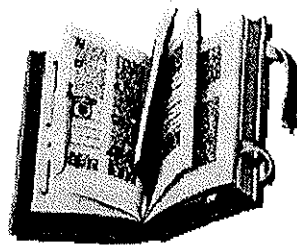
Virginia (Virginia Commonwealth University, Virginia Historical Society; Union Theological Seminary)

Upcoming IMLS Deadlines

The deadline is February 1, 2003 for the IMLS National Leadership Grants for Libraries. These large-scale grants range from \$15,000-\$500,000 and last from one to three years in length. Categories for funding include education and training, research and development, and preservation or digitization. See the IMLS website, www.imls.gov, for more information.

Accessions

2001-2002



Mississippi Department of Archives and History Manuscript Collection

ARLINGTON PAPERS. ca. 1830-1920. 4.91 c.f.

This collection primarily consists of manuscript volumes salvaged from the September 15, 2002, fire at the antebellum mansion, Arlington, in Natchez, Mississippi. They include law-firm docket and account books, as well as plantation journals belonging to Samuel S. Boyd; a cotton book of Alexander McNeill;

and dairy-farm account books of Annie Green Gwin Barnum. Also included are photographs and miscellaneous papers. Presented by the Historic Natchez Foundation, Natchez, Mississippi.

AVENT-JONES FAMILY PAPERS. ca. 1920-1990. 4.96 c.f.

The papers of Carrie Pillow Avent and her husband, Lib Burke Jones, of Minter City, Mississippi, include correspondence; photographs; scrapbooks; business files; memorabilia; programs; posters; musical scores; a phonograph album; newsclippings; and publications. The papers primarily document the career of Carrie Avent as an interpretive oriental dancer in the 1930s, but include records relating to the Cottonlandia Museum, Greenwood, Mississippi. Presented by Frances D. Simpson, Gulf Breeze, Florida.

BAILEY (MARGARET MCLURE) AND FAMILY PAPERS. 1874-1982. 1.37 c.f.

This collection contains correspondence, photographs, genealogical materials, legal papers, and a scrapbook of the allied Bailey, Heard, and Marett families of Lafayette and Marshall counties in Mississippi. Presented by Donna Bailey Dye, Ridgeland, Mississippi.

BLACK (PATTI CARR) PAPERS. 1960-1998. 2.78 c.f.

The papers of Patti Carr Black of Jackson, Mississippi, contain research files on artists; research notes; original and photocopied photographs; slides and negatives; and art gallery and travel brochures. The primary focus of the collection is Black's work in the 1990s on various projects related to Mississippi art history, including the Mississippi Art Museum exhibit entitled "Of Home and Family: Art in Nineteenth-Century Mississippi." Presented by Patti Carr Black, Jackson, Mississippi.

BRAGG (MRS. MARION B.) COLLECTION. ca. 1821-1973. 0.25 c.f.

This collection, assembled by Mrs. Marion B. Bragg of Vicksburg, Mississippi, consists of papers concerning the land holdings and genealogy of the family of Jefferson Davis. The collection includes correspondence between Mrs. Bragg and Lynda L. Crist, editor of *The Papers of Jefferson Davis* at Rice University, as well as typescripts and photocopies of land records, wills, and court records. A number of these concern the property of Joseph E. Davis. Presented by Jane J. Williams, Walnut Grove, Mississippi.

BURNHAM (VAN R.) COLLECTION. ca. 1900-1970. 1.44 c.f.

This collection was assembled by Van R. Burnham, M.D., of Clarksdale, Coahoma County, Mississippi, from the papers of several individuals, including Charles H. Fant, Charles F. Baltzer, and Ben Peden. The papers consist of correspondence, photographs, postcards, brochures, programs, publications, and memorabilia. They document a variety of subjects, including World War I military life and travel and entertainment in the early twentieth century. Presented by Van R. Burnham, Clarksdale, Mississippi.

BUSKIN FAMILY DIPLOMAS. Approx. 0.40 c.f.

Presented by Shirley Pearce, Terry, Mississippi.

CHAMBERS FAMILY POSTCARDS. 1946-1949. 0.10 c.f.

This collection consists of eleven postcards sent to the family of James W. Chambers of Clinton, Mississippi. Several of the postcards are from the son of James W. Chambers, archaeologist and historian Moreau B. Chambers, written during his service in the United States Naval Reserve in Washington, D.C. Presented by Michael A. Allard, Clinton, Mississippi.

CHASE (BENJAMIN) PAPERS. 1845-1867. 0.31 c.f.

This collection consists of a two-volume manuscript autobiography (1863-1865) of Presbyterian minister Benjamin D. Chase of Adams County, Mississippi. The second volume contains a history of Oakland College, Claiborne County, Mississippi, also written by Chase; transcribed letters; a supplement concerning the death of Oakland College president Jeremiah Chamberlain; and appendices. A published songbook and a partial Bible are included as well. Presented by John R. Callon and Betty R. Callon, Natchez, Mississippi.

COLUMBUS AND GREENVILLE RAILWAY COMPANY RECORDS, ACCRETION. 1946-1963. 1.28 c.f.

This accretion to the records of the Columbus and Greenville Railway Company of Mississippi documents the financial affairs of the company and of its president, R. C. Stovall. The records include correspondence, expenditure ledgers, reports, receipts, and train schedules, many of which were exhibits in tax cases. A number of the records concern dealings with the Internal Revenue Service and the Interstate Commerce Commission. Donor unknown.

COULLET (MAGNOLIA) PAPERS. Approx. 3.50 c.f.

Presented by Magnolia S. Coulet, Madison, Mississippi.

CREEKMORE (HUBERT) PAPERS, ACCRETION. ca. 1916-1967. 3.99 c.f.

The papers of Hubert Creekmore of Jackson, Mississippi, document his literary career through published works, manuscript drafts, and drafts of translations by Creekmore. Musical scores composed by Creekmore are also included, as are correspondence; photographs; a scrapbook; newsclippings; and publications belonging to him. Presented by Mittie Creekmore Welty, Jackson, Mississippi.

CREEKMORE (HUBERT) PAPERS, ACCRETION. n.d. 0.13 c.f.

This accretion to the papers of Hubert Creekmore of Jackson, Mississippi, consists of a hand-tinted photograph and a tintype of an unidentified gentleman and lady. The photographs once belonged to Mittie Creekmore Welty. Presented by Michael Hennen, Jackson, Mississippi.

DESK AND DERRICK CLUB OF JACKSON (MISS.) CERTIFICATE. 1999. 0.17 c.f.

This collection consists of a certificate awarded to the Desk and Derrick Club of Jackson, Mississippi, by the Association of Desk and Derrick Clubs recognizing the Jackson organization's fifty years of service. The certificate is dated September 11, 1999. Presented by Connie Bush, Ridgeland, Mississippi.

DICKSON (HARRIS) PAPERS, ACCRETION. 1909-1945. Approx. 2.77 c.f.

Presented by Madeleine B. McNeely, Natchez, Mississippi.

DOUGLAS (ELLEN) COMMENTARY. 2001. 0.13 c.f.

This collection consists of a typewritten transcript of commentary by writer Ellen Douglas of Jackson, Mississippi, on the occasion of the October 2001 Eudora Welty literary symposium at Mississippi University for Women. Presented by Josephine Ayres Haxton, Jackson, Mississippi.

DUBARD FAMILY PAPERS. 1896-1932. 0.33 c.f.

This collection consists of ledgers and related papers of the Dubard family of Dubard Plantation, Grenada County, Mississippi. The ledgers primarily document the activities of the plantation store, Dubard and Company, recording accounts with customers and banks and providing information on the sales of dry goods and the production of cotton. Also included is a record of the guardianship exercised by W. M. Dubard for Walter H. Dubard. Presented by William B. Lipscomb, Jackson, Mississippi.

EDWARDS (HILDA BROOKS BRASWELL) PAPERS. 1985. 0.25 c.f.

This collection consists of a bound typescript copy of "Brooks Family History and Kindred Families," edited by Ishmael Monroe Brooks and Hilda Leona Brooks Braswell Edwards of Montgomery County, Mississippi. The history contains handwritten supplementary data and is accompanied by photocopies of genealogical information serving as addenda to the volume. Presented by C. H. Braswell, McCarley, Mississippi.

EURE (C. O.) AND FAMILY PAPERS. ca. 1917-1927. 0.88 c.f.

The papers of C. O. Eure and Josephine Eure of Hattiesburg, Mississippi, primarily consist of correspondence and financial records. These document C. O. Eure's work as a contractor and the management of his Louisiana property, Loamland Plantation. Presented anonymously.

FERRELL (FRANK) PAPERS. ca. 1900-1905. 0.33 c.f.

This collection consists of a ledger and diary of Frank Ferrell, a physician of Ashland, Mississippi. The indexed ledger records names of white and black patients, services rendered, and amounts paid. The 1903 diary contains entries noting local weather conditions and various personal activities. Purchased from Charles Apfelbaum, Watchung, New Jersey.

FRIENDS OF JEFFERSON COLLEGE (WASHINGTON, MISS.) RECORDS. 1971-1980. 0.13 c.f.

This collection primarily consists of an unbound notebook containing minutes of the board of directors of the Friends of Jefferson College, Washington, Adams County, Mississippi, and minutes of the regular meetings of the Friends of Jefferson College. The notebook also contains a list of presidents of the Friends of Jefferson College. Presented by Linda Walker Green, Washington, Mississippi.

GILL (WILLIAM LAMPTON) PAPERS, ACCRETION. ca. 1976-1980. 1.28 c.f.

This collection consists of architectural plans, blueprints, sketches, and accompanying correspondence relating to projects undertaken by Jackson, Mississippi, architect William Lampton Gill at various sites around the state, including Historic Jefferson College, the Grand Village of the Natchez Indians, the Governor Longino House, the Windsor Ruins, the Manship House, and Stewart Hall at Jackson State University. Presented by Catherine Goetz Gill, Jackson, Mississippi.

"GREETINGS FROM MISSISSIPPI" STAMP SET. 2002. 0.13 c.f.

This collection consists of a cover with a canceled stamp; a postcard; an autographed program; and an explanatory card commemorating the first-day issue of the "Greetings from Mississippi" stamp on April 4, 2002. The stamp is part of the United States Postal Service series of stamps entitled "Greetings from America." Presented by Jim Pitts, Jackson, Mississippi.

GROOME FAMILY PAPERS. Approx. 0.50 c.f.

Presented by Betty Groome Burg, Jackson, Mississippi.

HAM (EUGENE G.) SCRAPBOOKS, ACCRETION. 1908-1910. 0.13 c.f.

This collection consists of a scrapbook of Eugene G. Ham of Greenville, Washington County, Mississippi. The scrapbook contains newsclippings documenting the Delta Fairgrounds in Greenville and the fairs held there between 1908 and 1910. Presented by V. Eugene G. Ham, Fayetteville, Tennessee.

HAMILTON (CHARLES GRANVILLE) PAPERS. ca. 1945-1985. 14.00 c.f.

The papers of Charles Granville Hamilton of Aberdeen, Mississippi, primarily consist of files of correspondence, essays, newsclippings, and teaching notes documenting his career as a teacher at several colleges in the South. Presented by Mrs. Charles Granville Hamilton, Aberdeen, Mississippi.

HAMILTON (CHARLES GRANVILLE) PAPERS, ACCRETION. ca. 1945-1985. 77.00 c.f.

This accretion to the papers of Charles Granville Hamilton of Aberdeen, Mississippi, includes correspondence, essays, photographs, newsclippings, and publications documenting his career as a teacher and his ministry in the Episcopal Church. Presented by Mrs. Charles Granville Hamilton, Aberdeen, Mississippi.

HAUGHTON FAMILY PAPERS. 1832-1980. 0.17 c.f.

Presented by James G. Haughton, Seneca, South Carolina.

HENRY (RAYMOND B.) WORLD WAR I PAPERS. 1918-1920. 0.10 c.f.

This collection consists of military-discharge papers and photographs of Raymond B. Henry of Derma, Calhoun County, Mississippi, documenting his service in the United States Army during World War I. Henry was the chauffeur of General John J. Pershing during the war. Presented by Jerry E. Taylor, Brandon, Mississippi.

HOOKER (WILLIAM) DIARY. 1864-1867. 0.13 c.f.

This diary of William R. Hooker of Lawrence County, Mississippi, contains daily entries documenting his service as a Confederate soldier of the Thirty-eighth Regiment, Mississippi Infantry. At the end of the volume are account entries (1865-1867), possibly recording Hooker's personal expenses, which note sums due and creditors' names. Presented by Robert L. Hooker, Mobile, Alabama.

HYMAN AND BROTHER STORE (SUMMIT, MISS.) JOURNAL. 1877-1878. 0.65 c.f.

This journal records daily entries of customer accounts of the Hyman and Brother general merchandise store of Summit, Pike County, Mississippi. The store is probably the one founded by Russian-born brothers Solomon and Sam Hyman. It expanded to handle cotton and became the Hyman Mercantile Company. One of the earliest Jewish merchants in Summit, Solomon Hyman also organized the bank and served as the town's mayor. Presented by Doris B. Alford, Jackson, Mississippi.

JACKSON BALLET GUILD SCRAPBOOKS. 1966-1983. 3.76 c.f.

This collection consists of scrapbooks of newsclippings, photographs, programs, posters, and other memorabilia documenting the Jackson Ballet Guild's activities from 1966 through 1983. Presented by Mrs. J. L. Scott, Jackson, Mississippi.

JEFFERSON COLLEGE RECORDS, ACCRETION. Approx. 1.00 c.f.

Presented by Jim Barnett, Washington, Mississippi.

JOHN PAYNE AND COMPANY (RODNEY, MISS.) RECORDS. 1834. 0.13 c.f.

This collection consists of small slips of paper containing handwritten customer orders that were sent to John Payne and Company of Rodney, Mississippi. Also included are receipts issued by the firm. The orders and receipts record the names of clients of the firm and document the variety of grocery and general merchandise articles in which the firm dealt. Presented by Ronald W. Miller on behalf of the Historic Natchez Foundation, Natchez, Mississippi.

JOHNSON (ELLA) PAPERS. 1889-1897. 0.13 c.f.

The papers of Ella Johnson of Yazoo County, Mississippi, include licenses specifying her qualifications and contracts recording the salary paid to her as a teacher in various public schools in Yazoo County. Presented by Otho S. Johnson, Jr., Jackson, Mississippi.

JOYNER (MARY VANCE) BLUE MOUNTAIN COLLEGE SCRAPBOOK. ca. 1927-1928. 0.13 c.f.

This scrapbook contains autographs, photographs, correspondence, newsclippings, and memorabilia documenting the friendships and social activities of Mary Vance Joyner at Blue Mountain College, Blue Mountain, Tippah County, Mississippi. Presented by Michael Hennen, Jackson, Mississippi.

KAYE-MCMICHAEL FAMILY PAPERS. 1860-1967. 2.20 c.f.

This collection consists of correspondence, social papers, legal and financial records, photographs, publications, and newsclippings relating to the family of Alice Frost Kaye McMichael of Water Valley and Okolona, Mississippi. There is considerable correspondence of her father, John Kaye, and her mother, Corinne McFarland Kaye, as well as papers of other members of the Frost, Kaye, and McFarland families. Presented by Bonnie P. Sanborn, Laguna Beach, California.

KEITH (MARSHALL M.) DIPLOMA. 1830. 0.10 c.f.

This diploma was granted by the University of Pennsylvania to Marshall M. Keith of Decatur, Mississippi, and attests to his attainment of the degree of doctor of medicine in 1830. Keith attended the Secession Convention in the Mississippi House of Representatives in Jackson in 1861. Transferred by the Old Capitol Museum, Jackson, Mississippi.

KILGORE (BENJAMIN F.) PAPERS. ca. 1845-1859. 0.33 c.f.

This collection consists of photocopies of three letters and an account book of Benjamin Franklin Kilgore of Clear Springs, Chickasaw (later Clay) County, Mississippi. The letters were written to Benjamin Kilgore by his son, Robert Dudley Kilgore. The account book reflects Benjamin Kilgore's activities as a physician,

farmer, and guardian, and as postmaster of Clear Springs. It includes a list of his land holdings and their locations. Presented by Jack D. Elliott, Jr., West Point, Mississippi.

KINCHLOE FAMILY PAPERS. Approx. 3.30 c.f.

Presented by Marti Parker, Brookhaven, Mississippi.

KITCHEN (WILLIAM K.) PAPERS. 1855-1860. 0.17 c.f.

This collection consists of correspondence sent to Dr. William K. Kitchen of New York. The letters were written to Kitchen from Columbus, Mississippi, by Mississippi governor James Whitfield and his son-in-law, Isham Harrison. Presented by Mrs. Arnold Barrett, Augusta, Georgia.

LEFLORE (GREENWOOD) DEED. 1858. 0.17 c.f.

This collection consists of a deed, signed by Choctaw chief Greenwood Leflore, conveying to his son, John D. Leflore, land and slaves in Carroll County, Mississippi. The location of the land and the names and ages of the slaves are specified in the deed. Presented by Martha Glaser Genrich, Jasper, Georgia.

LOGGINS-MCLEMORE FAMILY PAPERS, ACCRETION. Approx. 14.00 c.f.

Presented by Harold Fiore, et al., Davis, California.

LOGGINS-MCLEMORE FAMILY PAPERS. Approx. 16.00 c.f.

Presented by Vivian L. McLemore, Greenwood, Mississippi.

MADISON COUNTY CHURCHES UNITED FOR DISASTER RELIEF RECORDS. 33. 1976-1986. Approx. 0.33 c.f.

Presented by Mike Crook, Madison County Chancery Clerk, Canton, Mississippi.

MARS (W. H.) DAYBOOK. 1899. 0.13 c.f.

This collection consists of a daybook of W. H. Mars, a physician who practiced in Cushtusha, Neshoba County, Mississippi. Containing almost daily entries from March through November of 1899, the book apparently served as a record of patients seen by Mars and the costs of their consultations or treatments. Transferred from the Image and Sound Section of the Mississippi Department of Archives and History, Jackson.

MISSISSIPPI FOREIGN LANGUAGE ASSOCIATION RECORDS. 1935-2001. 1.50 c.f.

The records of the Mississippi Foreign Language Association include copies of the constitution and bylaws; minutes; correspondence; membership lists; financial records; programs of meetings; newsletters; publications; and a history of the organization. The collection also includes materials related to the Mississippi Education Association. Presented by Sarah J. Banks, Jackson, Mississippi.

MISSISSIPPI NURSES' ASSOCIATION RECORDS, ACCRETION. Approx. 1.30 c.f.

Presented by Betty Dickson, Madison, Mississippi.

MISSISSIPPI ROUGH AND READY REBELS DECLARATION. n.d. 0.15 c.f.

This collection consists of a declaration of the United States 125th Naval Construction Battalion proclaiming its adoption by the state of Mississippi and its assumption of the name "Mississippi Rough and Ready Rebels." The declaration contains a list of the officers and men of the battalion. Donor unknown.

MISSISSIPPI WOMEN'S GOLF ASSOCIATION SCRAPBOOKS. 1956-1994. 2.56 c.f.

This collection consists of ten scrapbooks documenting the annual golf tournaments sponsored by the Mississippi Women's Golf Association between 1956 and 1994. The scrapbooks contain photographs, correspondence, programs, and newsclippings. Presented by Rebie Walsh, Brandon, Mississippi.

MURPHREE-FORD FAMILY PAPERS. Approx. 11.00 c.f.

Presented by Dennis M. Ford, Oxford, Mississippi.

NEELY-RAINES-HOSKINS FAMILY PAPERS. 1815-1994. 0.44 c.f.

This collection contains correspondence, photographs, certificates, legal documents, newsclippings, and booklets of the Neely-Raines-Hoskins family of Jackson, Mississippi. Materials concerning the Box and Connley families of Jackson and the Nesmith and Perry families of Alabama are also included, as is a notebook of tombstone inscriptions of Beulah Cemetery in Choctaw County, Mississippi. Presented by Gordon Wells, Jackson, Mississippi.

NICOLS-AMMONS FAMILY PAPERS. ca. 1897-1964. 0.75 c.f.

This collection contains correspondence, photographs, certificates, postcards, political memorabilia, printed materials, and newsclippings of the Nicols-Ammons family of Beulah, Bolivar County, Mississippi, and of Tallulah, Louisiana. Presented by Betty Ammons Brown, Jackson, Mississippi.

PEARL RIVER VALLEY RAILROAD COMPANY MAPS. 1916-1968. 5.41 c.f.

This collection consists of seventy-seven maps relating to the Pearl River Valley Railroad Company. Several of the maps detail features of track, but many also contain information documenting property ownership in Pearl River County, Mississippi, particularly around Picayune. Presented by Lynn Crosby Gammill, Hattiesburg, Mississippi.

PHARES (DAVID L.) JOURNALS. ca. 1841-1870. 0.17 c.f.

This collection consists of two journals kept by Dr. David Lewis Phares of Wilkinson County, Mississippi. The first is a personal journal, written circa 1841-1845, containing Phares's observations on geographic and scientific matters; his reflections on religion; and discussions of books he had read. The second journal records meetings and membership information of the Church of Christ in Whitesville (later Newtonia), Mississippi, from 1846 through 1870. Presented by Richard E. Phares, St. Pete Beach, Florida.

POITEVENT FAMILY PAPERS, ACCRETION. ca. 1892-1986. 1.59 c.f.

This collection includes correspondence, legal and financial records, photographs, social papers, architectural records, newsclippings, and publications concerning the Poitevent family of Ocean Springs, Mississippi, and Mandeville, Louisiana. Presented by Mrs. Eads Poitevent, Mandeville, Louisiana.

POWELL (SUSIE V.) PAPERS. Approx. 2.35 c.f.

Presented by Katherine Hinds Smythe, Memphis, Tennessee.

PRESTON-MILLS FAMILY PAPERS. 1777-1992. 9.01 c.f.

The papers of the Preston-Mills family of Jackson, Mississippi, consist of correspondence from the late eighteenth through the early twentieth centuries; a watercolor; maps; and publications, some of which concern Belhaven College in Jackson. Also included are the genealogical research and proofs of Frances Preston Mills's *History of the Descendants of the Jersey Settlers, Adams County, Mississippi*. Presented by Henry P. Mills, Jr., Jackson, Mississippi.

ROANE (MARY A.) MEMORY BOOK. ca. 1853-1859. 0.13 c.f.

This collection consists of a partial album used as a memory book by Mary A. Roane of Sarepta, Claiborne County, Mississippi. The book contains poetry signed by acquaintances of Roane and genealogical information on the Roane family. Presented by Michael Hennen, Jackson, Mississippi.

ROBINSON (JOHN FRAISER) PAPERS, ACCRETION. 1944-1982. 0.25 c.f.

This accretion to the papers of John Fraiser Robinson primarily consists of materials written by or related to Eudora Welty. The collection includes correspondence, photographs, a postcard, a newsclipping, and an inscribed British first edition of *The Robber Bridegroom* by Eudora Welty. Also included are tear sheets from *Harper's Magazine* of "The Inspector" by Robinson. Presented by Michael D. Robinson, Baton Rouge, Louisiana.

ROBINSON (JOHN FRAISER) PAPERS, ACCRETION. Approx. 0.35 c.f.

Presented by Michael D. Robinson, Baton Rouge, Louisiana.

S. N. THOMAS' SONS (JACKSON, MISS.) ACCOUNTS LIST. 1980s. 0.13 c.f.

This collection consists of an accounts list of the wholesale dry-goods company, S. N. Thomas' Sons, of Jackson, Mississippi. The list records the names and addresses of firms that were customers of S. N. Thomas' Sons and includes notations indicating whether the accounts had been sold or were still active in the early 1980s. Presented by Steve Davis, Jackson, Mississippi.

SARGENT (GEORGE C.) PAPERS. ca. 1930-1971. 1.05 c.f.

Presented by Faith H. Roberts, Jackson, Mississippi.

SEAB FAMILY PAPERS, ACCRETION. n.d. 0.13 c.f.

This accretion consists of a color photograph of the Roxie, Franklin County, Mississippi, house that served

as both the home and general merchandise store of the Seab family. Accompanying the photograph is a card noting information concerning the store and members of the Seab family. Presented by Natalie Wood Myers, Brookhaven, Mississippi.

SIMS (WILLIAM RICE) AND FAMILY PAPERS. 1851-2002. 0.13 c.f.

This collection contains correspondence, a family tree, and a genealogical manuscript of the Smith-Hinds family of Woodville, Wilkinson County, Mississippi. Presented by Dudley S. Hinds, Atlanta, Georgia.

SOUTHERN COALITION FOR EDUCATIONAL EQUITY RECORDS. ca. 1929-2001. 27.55 c.f.

This collection primarily consists of files, photographs, and publications documenting the operations and activities of the Southern Coalition for Educational Equity. It also includes personal and family papers of the president of the organization, Winifred Green, of Jackson, Mississippi. Presented by Winifred Green, Jackson, Mississippi.

TUCKER FAMILY PAPERS. 1856-1864. 0.28 c.f.

This collection includes legal and financial documents concerning the property of Mary B. and Willie A. Tucker of Panola County, Mississippi. These include an 1856 inventory of their property made during the guardianship of Thomas F. Brahan that mentions slave names and prices; Confederate bonds belonging to Willie Tucker; Confederate currency; and an 1856 letter by Frank S. Williams to "Tom" (possibly Thomas Brahan) regarding a sale of slaves. Presented by Mary Jane Short Wilson, Birmingham, Alabama.

TUCKER-MARSHALL FAMILY PAPERS. Approx. 0.65 c.f.

Presented by Betty Tucker Duckworth, Jackson, Mississippi.

UNITED STATES LAND GRANTS (MISSISSIPPI) COLLECTION. 1840-1846. 0.10 c.f.

This accretion to the United States Land Grants (Mississippi) Collection consists of three land grants. Two were issued during the presidency of Martin Van Buren: the first to John D. Bibb and Milton Layne of Lowndes County, Mississippi; the second to Isaac Wells of Leake County, Mississippi. In the third, dated September 8, 1846, President James K. Polk granted land to the Choctaw, Onahaintaiah, according to the Treaty of Dancing Rabbit Creek. Presented by the Memphis-Shelby County Public Library and Information Center, Memphis, Tennessee.

WALLER (WILLIAM LOWE) PAPERS, ACCRETION. 1972-1973. 0.51 c.f.

This accretion to the papers of William Lowe Waller, governor of Mississippi, consists of three archival notebooks of black-and-white negatives documenting his activities in 1972 and 1973. Transferred from the Official Records Section of the Mississippi Department of Archives and History, Jackson.

WEATHERSBY FAMILY PAPERS. ca. 1931-1971. 0.34 c.f.

This collection of papers of the family of Dorothy M. Weathersby of Terry, Mississippi, includes photographs of two Masonic lodges in Hattiesburg, Mississippi; a photograph and programs from the Elizabeth Taylor Studio of Dancing, Jackson; newsletters of Davis School and Central High School, Jackson; and a book by J. Harold Stephens entitled *Echoes of a Passing Era: Down Memories Lane*. Presented by Dorothy M. Weathersby, Terry, Mississippi.

YOUNG WOMEN'S CHRISTIAN ASSOCIATION (JACKSON, MISS.) RECORDS. ca. 1920-1994. 7.96 c.f.

This collection includes files, minutes, correspondence, photographs, scrapbooks, and an oil painting documenting the activities and building projects of the Young Women's Christian Association in Jackson, Mississippi. Presented by Marge Cashion, Jackson, Mississippi.

University of Mississippi. Archives and Special Collections

AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS, UNIVERSITY OF MISSISSIPPI CHAPTER. c. 1960-1970S. 3.5 linear ft. Correspondence, newspaper clippings and other materials relating to the AAUP chapter on the University of Mississippi campus. (University of Mississippi).

AMERICANS FOR THE PRESERVATION OF THE WHITE RACE COLLECTION. 1964-1966.

.5 linear feet. Minutes and ephemeral materials documenting a chapter of the anti-integration group in Jackson, Mississippi. (University of Mississippi).

NEVADA BARR COLLECTION. Accretion. 3 linear feet. c. 1995-2001. Handwritten notes (for Deep South, Blood Lure, Isle, and Hell's Backdoor), drafts, galleys and correspondence. Gift of Nevada Barr. (University of Mississippi).

CLEVELAND/WILSON COLLECTION. 1962-1963. 6 linear feet. Correspondence, publications, ephemera sent to the Associated Student Body during the integration of the University of Mississippi. Donation part of the "Open Doors" events of 2002-2003. (University of Mississippi).

CHARLES DEAN COLLECTION. Accretion. c. 1870-1930s. 9 linear feet. Scrapbooks, correspondence, photographs relating to Holly Springs, Mississippi and the Dean Family. (University of Mississippi).

ANN RODGERS DILLARD COLLECTION. 1962. 3 linear feet. Copies of 1962 newspaper clippings, periodicals, and ephemera relating to the 1962 integration of the University of Mississippi. Donation part of the "Open Doors" events of 2002-2003. (University of Mississippi).

WILLIAM DOYLE COLLECTION. c. 1962-2002. 6 linear feet. Correspondence, pamphlets, images, audio materials relating to the research and publication of William Doyle's 2001 work, An American Insurrection : The Battle of Oxford, Mississippi, 1962. Donation part of the "Open Doors" events of 2002-2003. (Unprocessed. (University of Mississippi).

HENRY T. GALLAGHER COLLECTION. 1962, 2002. 6 linear ft. Correspondence, photographs, film, manuscript material, original annotated maps, and related material documenting the campus during the 1962 integration. Henry Gallagher was a lieutenant in Company C of the 716th Military Police and also served as James Meredith's principal military security officer from October 1 through late November 1962. Donation part of the "Open Doors" events of 2002-2003. (University of Mississippi).

KARL GOTTSCHALK COLLECTION. September 1962-February 1963. 2 folders. Broadsides, copies of the 1962 Mississippian all relating to the integration of the University of Mississippi. Donation part of the "Open Doors" events of 2002-2003. (University of Mississippi).

HUBERT MCALEXANDER/MARSHALL COUNTY COLLECTION. c. 1875-1952. 3.5 linear ft. Documents, correspondence, photographs, and interviews relating to the research and publication of McAlexander's publication, A Southern Tapestry : Marshall County, Mississippi, 1835-2000. Gift of Hubert McAlexander. (University of Mississippi).

OXFORD AMERICAN COLLECTION. Accretion. c.1999-2002. 12.5 linear ft. Correspondence and manuscripts relating to the literary magazine. Unprocessed. Gift of Oxford American. (University of Mississippi).

JULIE SMITH COLLECTION. ACCRETION. 2.5 linear ft. Correspondence, research, and manuscript drafts for Julie Smith's Louisiana Hotshot. Gift of Julie Smith. (University of Mississippi).

THE REVEREND WOFFORD K. SMITH COLLECTION. 1962-c.1970. 1.5 linear ft. Correspondence, ephemera, publications, and other materials collected and/or sent to Reverend Smith. Smith was the University of Mississippi's Episcopal Chaplain from 1962 through 1965. Donation part of the "Open Doors" events of 2002-2003. Unprocessed. (University of Mississippi).

GEORGE STREET COLLECTION. Accretion. 1961-1962. 3 linear ft. Ten scrapbooks documenting newspaper and press coverage of the events leading up to and continuing after the integration of the University of Mississippi by James H. Meredith. Scrapbooks compiled by University of Mississippi administrator, George Street. Donation part of the "Open Doors" events of 2002-2003. (University of Mississippi).

CLARK HAIRSTON TAYLOR COLLECTION. 1962. 3 linear ft. Copies of the 1962 Mississippian, periodicals, and correspondence relating to the integration of the University of Mississippi. Emma Clark Hairston was a 1963 graduate of the University of Mississippi. Donation part of the "Open Doors" events of 2002-2003. (University of Mississippi).

ELIJAH M. WALKER COLLECTION. c. 1848-1851. 1.5 linear ft. Diaries of Dr. Elijah Millington Walker, written during his apprenticeship with Dr. Isom in Oxford, MS. in the late 1840s and early 1850s. 5 volumes. Diary of Caroline King, later Mrs. E. M. Walker, in which she recounted a trip from Texas to Mississippi to place her younger brother in school. 1 volume, circa 1850. Gift of Mrs. Mary Ann Wilson and family. (University of Mississippi).

WOMAN'S FORUM COLLECTION. Accretion. 1999-2001. 1.5 linear ft. Scrapbooks and treasury materials relating to the Oxford, Mississippi chapter of the Woman's Forum. (University of Mississippi).

WORLD WAR II MEMORIES/UNIVERSITY OF MISSISSIPPI MUSEUMS COLLECTION. 1941-c.1950s, 2001. 3 linear ft. Primarily contains correspondence between former University of Mississippi Dean of Men (1937-1956), Dr. R. M. Guess, and soldiers who were once students at the University. Also includes

information about the World War II memorial built by the University of Mississippi Alumni Association in the early 1950's. Given by the University of Mississippi Museums to Special Collections after their 2001 exhibition "World War II Memories," highlighting the hopes, fears and expectations Mississippians experienced during World War II. (University of Mississippi).

Delta State University Archives

YATES FAMILY PAPERS. 2.25 cu. ft. 1940 – 1970 Donated by Mrs. Allene Yates of Shelby, Mississippi. Includes correspondence, WWII memorabilia, and photographs related to Mrs. Allene Yates and her husband Mr. Joseph Yates.

MISSISSIPPI DELTA AUTHORS (MISSISSIPPI HUMANITIES COUNCIL PROJECT) .25 cu. ft.

Photographs and brief bios of Delta authors.

GERMAN POW ORAL HISTORY PROJECT (MISSISSIPPI HUMANITIES COUNCIL PROJECT). 14 oral history interviews with Delta residents who remember the local WWII POW camps that housed Germans. Transcripts not yet complete.

CLEVELAND WOMANS CLUB RECORDS. 8 cu. ft. 1926 – 2000. Includes scrapbooks and minutes.

DR. JACK GUNN COLLECTION. 1 cu. ft. 1940 – 1990. Includes WWII memorabilia and correspondence.

University of Southern Mississippi Archives

ADAMS (VICTORIA GRAY) PAPERS, ca. 1938-2000. Subject files, biographical and personal materials, medals and plaques and audio and video tapes documenting the life and work of one of the most important living black Mississippians who participated in the civil rights movements. Donated by Mrs. Victoria Gray Adams. 5 cu. ft.

BONHOMIE & HATTIESBURG SOUTHERN RAILWAY PHOTOGRAPHS, 1944. Two color photographs of engine #200 of the B&HS Railway Company, a subsidiary of the Tatum Lumber Company of Hattiesburg, Mississippi. When the B&HS was sold to Fernwood, Columbia & Gulf Railway in 1953, the engine (purchased in 1925) was sold for scrap. Donated by Thomas M. Hinton. 2 items.

CAMPBELL (WILL D.) PAPERS, ca. 1950-2001. An eclectic blend of materials from the civil rights era, and the writing materials and manuscripts from one of the South's most notable authors. Donated by Will D. Campbell. 28.8 cu. ft.

FLEMING (DALE SALLIS) PAPERS, ca. 1932-1995. Newspaper clippings, research materials and early writings from this Civil War buff, who with his wife Pearl, wrote a weekly column for the *Clarion-Ledger* titled, "This Week." Donated by Minnie Fleming. 11 cu. ft.

KERSHAW (REV. ALVIN L.) PAPERS, ca. 1955-1977. Correspondence, newspaper articles and other materials that document the controversy surrounding Rev. Alvin Kershaw's scheduled appearance at the University of Mississippi (Ole Miss) during Religious Emphasis Week in February 1956. Donated by Mrs. Doris Kershaw. .25 cu. ft.

MRS. W.'S 1901 DIARY, April 1 - August 28, 1901. Handwritten record of daily events in the life of an unidentified middle-class homemaker in White County, Arkansas. A transcript of the diary is available. Separated from the Dale Sallis Fleming Papers. 1 item.

OLD UNION BAPTIST CHURCH MINUTES, 1866-1873. Photocopy of handwritten minutes of Old Union Baptist Church in Jasper County, Mississippi. In September 1878, the church voted to dissolve itself. Transferred from Genealogy Collection. 1 item.

OWEN (DAVID) FREEDOM SUMMER COLLECTION, ca. 1964-1989. Personal correspondence, newspaper clippings, and other materials regarding California native David Owen's experiences as a Freedom Summer volunteer in Hattiesburg, Mississippi in 1964. Owen, Lawrence Spears, and Rabbi Arthur Lelyveld were attacked and beaten in Hattiesburg during that historic summer. Donated by David Owen. .75 cu. ft.

RAILROAD STOCK & BOND CERTIFICATE COLLECTION, ca. mid 1800s - early 1900s. More than 170 stock and bond certificates issued by various railroad companies throughout the northeastern and mid-western united States. Donated by Kenneth Rendell. .5 cu. ft.

RANDALL (HERBERT) FREEDOM SUMMER PHOTOGRAPHS, 1964-2001. Photographs taken by prominent African American-Native American photographer, Herbert Eugene Randall, Jr., documenting 1964 Freedom Summer activities in Hattiesburg, Mississippi. Also includes items regarding a 1999 exhibit of the Randall photographs titled, "Faces of Freedom Summer." Donated by Herbert Randall. 3.85 cu. ft.

ROBERTS (WALLACE) FREEDOM SUMMER COLLECTION, 1964-2000. Correspondence, photographs, newspaper clippings and articles by, and about, Freedom Summer volunteer, Wallace Roberts, who served in Shaw and Cleveland, Mississippi in 1964. Donated by Wallace Roberts. .2 cu. ft.

SPEER (KLAUS & ELISABETH C.) PAPERS, ca. 1963-1965. Three diaries and a scrapbook compiled by Elisabeth Clark Speer, wife of former USM music instructor Klaus Speer. The Speers were sympathetic to the civil rights movement and frequently entertained activists and volunteers in their home. The diaries document these visits, plus the daily activities of the Speer family. Donated by Danny Speer, Thomas L. Price, and Bettye White. .8 cu. ft.

USS *BILOXI* COLLECTION, 1944-1945; 1999. Newsletters, articles and other materials that document the *Biloxi's* service during World War II. Nicknamed "The Double Lucky" and "The Busy Bee", the vessel survived heavy involvement in battle, a kamikaze plane that crashed on its deck, and three typhoons -- all without losing a single man. Donated by Thomas J. White. .25 cu. ft.

Call for Papers

The editors of The Primary Source are seeking articles and reviews for upcoming issues of the journal. Submit articles etc. in hard copy and diskette form or as e-mail attachments in WordPerfect (5.0 +) or Microsoft Word (3.1 +).

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