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Librarians and archivists exist today in a state of peaceful coexistence, usually in total ignorance of what the other is doing. . . .

Suzanne S. Levy, 1983



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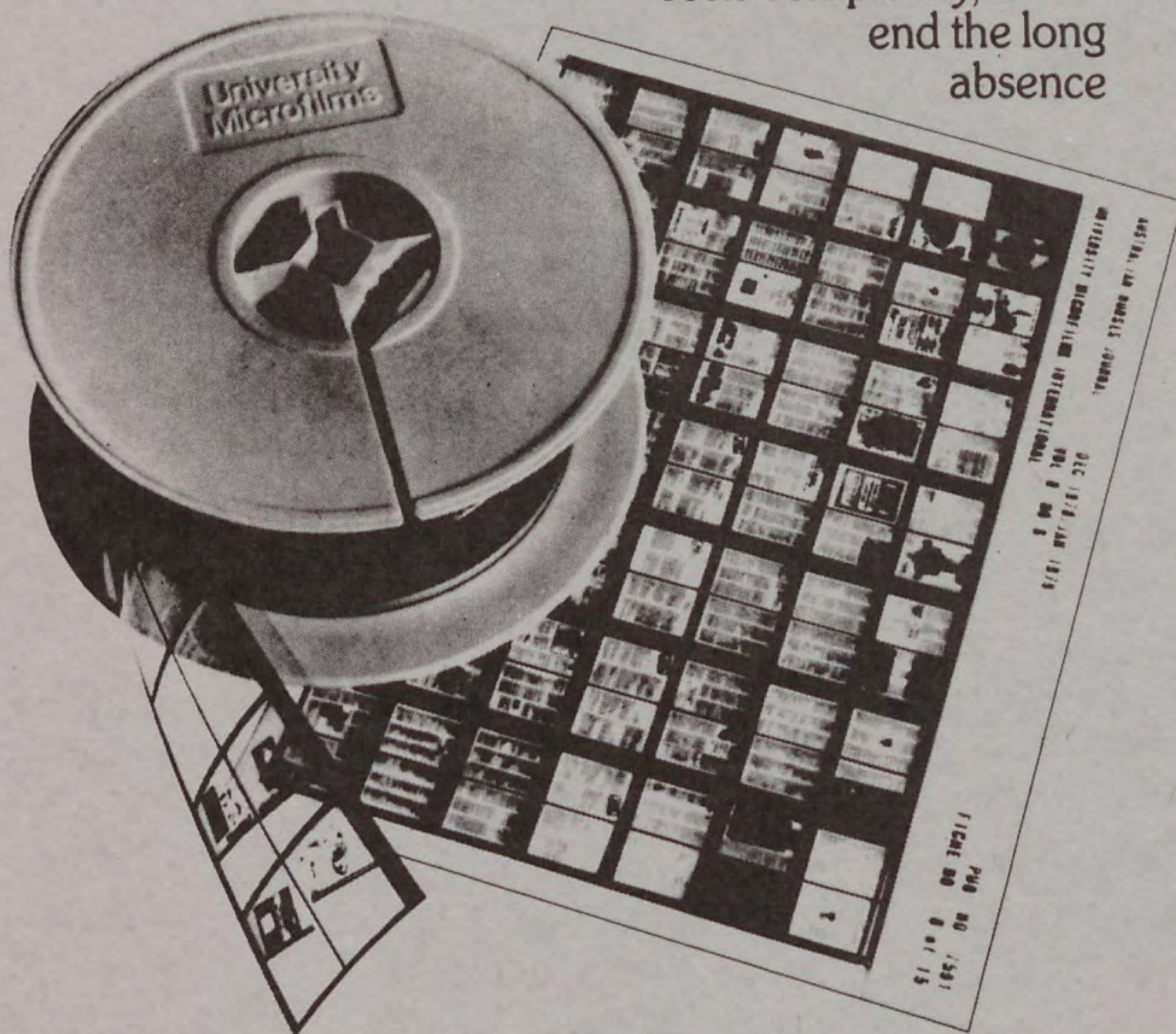
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ISSN 0029-2540

TABLE OF CONTENTS

Articles

- 128 Introduction, *Maurice C. York*
- 129 Reaching Out: Developing Cooperative Programs,
Suzanne S. Levy
- 134 Original Records: Tips on Their Handling, *David S.
Olson and William S. Price, Jr.*
- 138 Teaching With Historical Records: Three Approaches
Shaping the User: An Academic Exercise,
Sally Brett
Using Primary Sources in School History and Social
Studies Courses, *Maurice C. York*
Manuscripts: An Untapped Source for Exhibits,
Harry S. Warren
- 145 Archives and Records Programs in North Carolina,
Abstracted by Maurice C. York
- 150 The Small College Special Collection in North Carolina,
Edward M. Waller
- 154 New North Carolina Films, *Art Weeks, Judy Beck, and
Don White*

Features

- 126 Vision, Venture, Vitality, *Mertys W. Bell*
- 156 Keeping Up
- 164 New North Carolina Books
- 173 NCLA Minutes and Reports

Cover: Suzanne S. Levy, "Reaching Out: Developing Cooperative Programs," *North Carolina Libraries* 41 (Fall 1983): 129. Levy's article and others in this issue on archives are intended to combat the ignorance which too often obtains between librarians and archivists.

Advertisers: Baker & Taylor, p. 133; Faxon, p. 127; National Geographic, p. 153; Phiebig, p. 128; Reprint Company, p. 140; University Microfilms, Cover 2.



After a long, hot summer, it is with eagerness and renewed vitality that we anticipate the freshness of *Fall* . . . new professional experiences and relationships . . . especially our October Biennial Conference.

According to all glowing reports, the Annual ALA Conference in June in Los Angeles was outstanding. For those of us who were unable to go, it was gratifying to partially participate by attending the ALA-TV Teleconference on June 28 at one of the three North Carolina sites.

All North Carolina librarians and friends are rejoicing over the additional three million dollars for *State Aid for Public Libraries* which was passed by the State Legislature in July. This was the result of much convincing lobbying and many personal contacts and letters. The NCLA Governmental Relations Committee, chaired by Louise Boone, was very active in seeking this and other legislation affecting libraries.

Dr. Annette Lewis Phinazee, NCLA President 1975-1977, was honored during an Appreciation Day Luncheon at Governor's Inn, Research Triangle Park on July 24. Tributes poured in from all over the United States. It was a moving experience!

Congratulations to the newly elected NCLA officers! They were invited to the Executive Board and to observe a "working session" as a preview of their future service.

The establishment of a new *Roundtable on Minority Concerns* was approved at this meeting

following the petition which was submitted in March by Mary Williams. Their organizational meeting will be scheduled during the Biennial Conference. Also, the revised North Carolina *Interlibrary Loan Code* was approved as presented by Patrick Valentine, Chair of the Library Resources Committee.

Recently, in a discussion about leadership in the Association, it was generally agreed that leaders emerge from those who actively participate in the Association, with the first step being membership. Therefore: *Membership* → *Participation* → *Leadership!*

The upcoming *Conference* will be full of action, with enticing features — speakers from the national, regional and state level . . . mini-workshops . . . authors . . . outstanding exhibits and demonstrations of the latest in *library-high-technology*. Register early and reserve your rooms before September 23.

Serving as your President has been an exciting, rewarding, humbling and developmental experience for me! Thanks for your confidence and many supportive activities. Now we are looking forward to the next biennium and the gavel will resound with enthusiasm as it is transferred into the capable hands of Leland Park on October 28. *Excelsior!*

Mertys W. Bell, President

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Introduction

Archivists, librarians, and educators must learn to cooperate as they strive to accomplish similar goals. Traditionally, many archivists have failed to emulate librarians' dedication to dissemination of information. Librarians have often ignored the significance of properly preserving and making available the archival materials in their custody. Most educators have not recognized the value of primary resources as stimulating teaching aids. Yet, the three professions are committed to preserving the record of our culture and to educating persons who have an interest in learning about it. Archivists, librarians, and educators could fulfill these commitments more effectively by becoming cognizant of aspects of their colleagues' professions. Archivists can profit from librarians' experience in standardized cataloging procedures and automation. Librarians can learn from archivists how to process and publicize the historical records they have collected. Educators and museologists can work with various historical records repositories in selecting primary sources for use in the classroom and in exhibits. The possibilities are virtually unlimited. The following articles, written by professionals who are involved in preserving and utilizing archival materials, underscore the theme of this issue: cooperation.

Maurice C. York, Curator
East Carolina Manuscript Collection
East Carolina University

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Reaching Out: Developing Cooperative Programs

Suzanne S. Levy

Librarians and archivists exist today in a state of peaceful coexistence, usually in total ignorance of what the other is doing; there is no feeling of mutual purpose and shared experience. In light of their common public — genealogists, historians, and social scientists — it is time that librarians and archivists sit down and share their objectives and expertise in order to develop a common goal of service to patrons. Librarians and archivists can learn from each other and, through sharing, can streamline their processes in preparing materials for public use and thereby give better public service. The computer is an obvious tool to use, and librarians and archivists are already using computer technology to index, catalog, and circulate materials. But the high cost of this technology demands that institutions share the expense, making automation a perfect opportunity for librarians and archivists to work together.

The two must overcome their differences in philosophy and merge the retention and preservation skills of the archivist with the public service, user orientation of the librarian, who understands subject cataloging and excels at finding answers to questions. It is time also to consider merging their pools of bibliographic data into one data base so that a researcher can search that data base or union catalog and know what archival repositories are worth visiting. To do this, archivists and librarians must develop shared subject terms and processing techniques so that their bibliographic data can be merged.

As Richard H. Lytle, in his preface to "Management of Archives and Manuscript Collections for Librarians," states, "The major difference between librarians and archivists is cosmic — a difference in world view. Archivists accept the organizational structure of their resources and interpret their order to users. Libraries impose an order on their materials through comprehensive structures for organization of knowledge."¹ It is

time to overcome these differences and give serious thought to developing cooperative programs for collecting and making available archival information to all.²

What public library has not been asked to accept and preserve archival and manuscript materials? According to the *Directory of Archives and Manuscript Repositories in the United States*,³ seven of fifty-one North Carolina manuscript repositories are in public libraries. Thirty-three are in college and university libraries; the remaining eleven are in the hands of historical societies and government agencies. Those public libraries responding to the questionnaire for the directory indicate a primary interest in local history materials; some include genealogical materials, papers, and letters of local businessmen and lawyers. One library specializes in materials relating to Great Smoky Mountains National Park. The college libraries usually collect a wider range of materials to support curricula as well as to preserve the history and records of their institutions. But from the survey, it is obvious that most institutions limit the materials they collect, as indicated in their solicitation statements. This is an important fact when an institution is facing a decision to accept or reject a proffered donation. Will the material fit into the collection development statement of the library or special collection? It must, or the librarian will become inundated with materials for which there is neither room nor staff time to process and preserve. A decision must also be made on whether it is the library's policy to actively seek manuscript or archival materials or to deal only with those which are donated. This too needs to be a part of the collection development policy.

Virginia's Example

In Northern Virginia, special collections librarians from several types of libraries meet twice a year to discuss on an informal basis how they can collect and preserve all types of materials in a way that shares the work, time, and space restrictions placed on all of them. These

Suzanne S. Levy is the Virginia Room Librarian at the Fairfax County Public Library, Fairfax, Virginia. She formerly served as Book Review Editor for *North Carolina Libraries*.

librarians have collection development statements and are knowledgeable about the statements of their colleagues. When a gift arrives or is offered that one library cannot accept, the librarian knows to whom the item should be referred. Occasionally there will be a gift of such great magnitude that these librarians are compelled to refer the donor to the University of Virginia, the Virginia Historical Society, or the Virginia State Archives. Even though it might go outside the region (the Northern Neck is to Richmond what Murphy and Manteo are to Raleigh, even though the distance is only one hundred miles), the librarians are secure in knowing that they are helping make the material available in the proper setting.

Special collections librarians in the northern Virginia area also work closely with local historical societies and county and city history commissions (appointed by the governing bodies) who frequently coordinate historical activities in their areas. Fairfax County's History Commission, for example, actively uses its collection as a permanent repository for numerous books, archival materials, and ephemera relating to the history of the county and is often able to provide funds for acid-free envelopes and boxes and other supplies, microfilming projects, and even publishing. Commission members provide knowledge of the county and a great deal of advice and guidance on historical matters.

A Local History and Genealogy Section is being developed in the Virginia Library Association. It will provide an opportunity for special collections librarians in all types of libraries to meet and exchange policies and ideas. Once the Section is off to a solid start, its members must contact their archivist colleagues and encourage their involvement in the work of the Section.

Similar approaches can be applied elsewhere. One might start with a college or local government archivist or records manager who can be invited to see the library's operation and share her knowledge with the library staff. An on-going dialogue should be developed to ensure that all parties are providing the public with information, each in her own way but ever mindful of the necessity of sharing the task. Public librarians must also develop a dialogue with their colleagues in the schools in the area. How often do teachers and PTA members come to the public library for historical information on local schools? Often a school has kept very little historical material; public librarians are faced with the necessity of going back to local newspapers and county records of many different agencies, be-

cause neither the school board nor the school administrators had the foresight or inclination to preserve dedication programs, newspaper clippings, or PTA records that would provide students and interested adults with important research materials. Schools should be included in discussions on collection development policy and deciding who will keep yearbooks, programs, records, and other necessary archival items.

Uniformity in Subject Terms

Both librarians and archivists have their particular areas of expertise and should take advantage of each other's knowledge and skills. They can and should work together to gain uniformity in subject terms to make access to information less frustrating for the researcher moving from library to archives and encountering many different subject access points. Attempts by librarians to develop protocols for cataloging manuscripts on-line and by the Society of American Archivists National Information Systems Task Force to develop "a common nomenclature with which to define information systems used in the control of records and the management of records programs"⁴ are beginning steps in the right direction. SPINDEX, SPINDEX II, SPINDEX III, and NARS A-1 (National Archives and Records Service), PARADIGM (University Archives of the University of Illinois at Urbana-Champaign), SELGEM (Smithsonian Institution), MRMC (Library of Congress Manuscript Division), and ARCHON (Baltimore Regional Institutional Studies Center) are all systems for computer access to archival materials and should be studied for their merits and inadequacies.⁵ Nevertheless, there is still a great need for more interaction between interested parties to find a standard format to describe materials.

Solutions might develop more rapidly if archivists and librarians emerged from similar educational backgrounds. Archivists have largely failed to establish formal educational guidelines, probably because the profession lacks a clearly defined identity. In light of the similar goals of the library and archival professions, it would seem logical to incorporate training pertinent to both fields in a single program. This concept has been convincingly argued in *The American Archivist*.⁶

Increased Visibility

Special collections librarians need to be ready, willing, and able to talk up their services and materials to anyone who will listen. One should begin with the reference staff in one's own

library. They should be familiarized with the collection development policy, special strengths of the special collection, and the willingness of special collections staff to help them achieve their information service goals. Special collections librarians can send memos to other librarians when they add a real find. They can display their materials at any opportunity and write about new acquisitions or old standbys in house organs. A special collections librarian can be her own public relations firm. Eventually the special collections librarian will convince others that she is a major source of information in a given field, and the referrals will come faster than she can handle them.

This increased visibility, of course, brings another problem—how to handle the business that has been generated and, in particular, the mail requests that never stop coming. The special collections department barely has enough staff to keep up with the daily work of acquiring and processing materials and serving the various types of researchers who come in to use the library or archives. One might receive two or three letters a day from researchers all over the country, and a stack can develop very quickly when someone is on vacation, at a meeting, or simply dealing with the annual budget. Since one cannot possibly devote the time needed to adequately answer the questions, one must develop a system for processing them quickly. A librarian at a Shenandoah Valley repository has developed an active corps of volunteers who answer much of her mail using a checklist reply form. The volunteers indicate on the form which sources they have checked and what has or has not been found. In the Fairfax County Public Library, the Virginia Room staff uses a similar form to which is added a list of professional genealogical researchers who use the library and others in the Washington metropolitan area who are willing to do contract work. Library staff members do not spend hours on each request, and searches are limited to checking a few basic specialized indexes that are available only in the collection. The Virginia Room frequently uses volunteers to help with the mail; the volunteers are supervised closely to ensure that they cover all the necessary bases. Volunteers are often able to devote the time to a more thorough search than regular staff would be able to do.

At times, the endless mail requests can be very annoying. Yet there can be wonderful benefits when a letter adds to one's knowledge of a particular subject area, either by providing details on individuals or events that have never been a part of the collection or by leading one to

information already in the holdings but never encountered.

To summarize, several things must be done to provide good service at an archives or library manuscript collection. One should have and use a solid collection development statement that everyone in the organization is familiar with. The statement should be shared with librarian/archivist colleagues. Their policies should be known. Librarians and archivists ought to talk with each other regularly so that they can make intelligent referrals and develop cooperation in such areas as subject access, collection development, responsibility for various types of subjects, and applications of new technology. In the era of networking and sharing of resources, communication is an absolute necessary. The service should be publicized so that colleagues as well as the public will use what has been so laboriously processed. This will also lead to new gifts and a strengthening of the collection and its role in both the organization and the community.

Once a dialogue between librarians and archivists has begun, both parties will have to work at keeping lines of communication open. There are great similarities in the two professions, and it is time the skills of both were merged to provide better and more efficient service to the users.

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2. To begin, let us define some terms essential to this discussion. Archives are the records of any institution, public or private, preserved because of their value (Robert H. Bahmer, "Archives," in *Encyclopedia of Library and Information Science*, ed. Allen Kent, Harold Lancour, and Jay E. Daily, 33 vols. [New York: Marcel Dekker, 1968], 1:515). Private or personal papers are often included in the archival collections of the United States. The term can also be used to describe "an agency or administrative unit responsible for identifying, appraising, accessioning, preserving, arranging, describing, and providing reference service on archives material and for approving the destruction of records of transitory value" (Ibid.). The manuscript collection, often part of modern archives, are those handwritten (typescripts included) (materials which can be literary, historical, personal, or organizational in content. They can consist of "letters, memoranda, diaries, business records, drafts, the archives of a family or corporate body, etc. and may include photographs, and some printed materials such as pamphlets, newspaper clippings, and miscellaneous ephemera" (Dellene M. Tweedale, "Manuscript Catalogs and Cataloging," in *Encyclopedia of Library and Information Science*, 17:119).
3. United States National Historical Publications and Records Commission, *Director of Archives and Manuscript Repositories in the United States* (Washington: National Archives and Records Service, 1978).

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5. H. Thomas Hickerson and Elaine D. Engst, "Archival Applications of the Computer," *The Bookmark* 39 (Winter 1981): 78-81.
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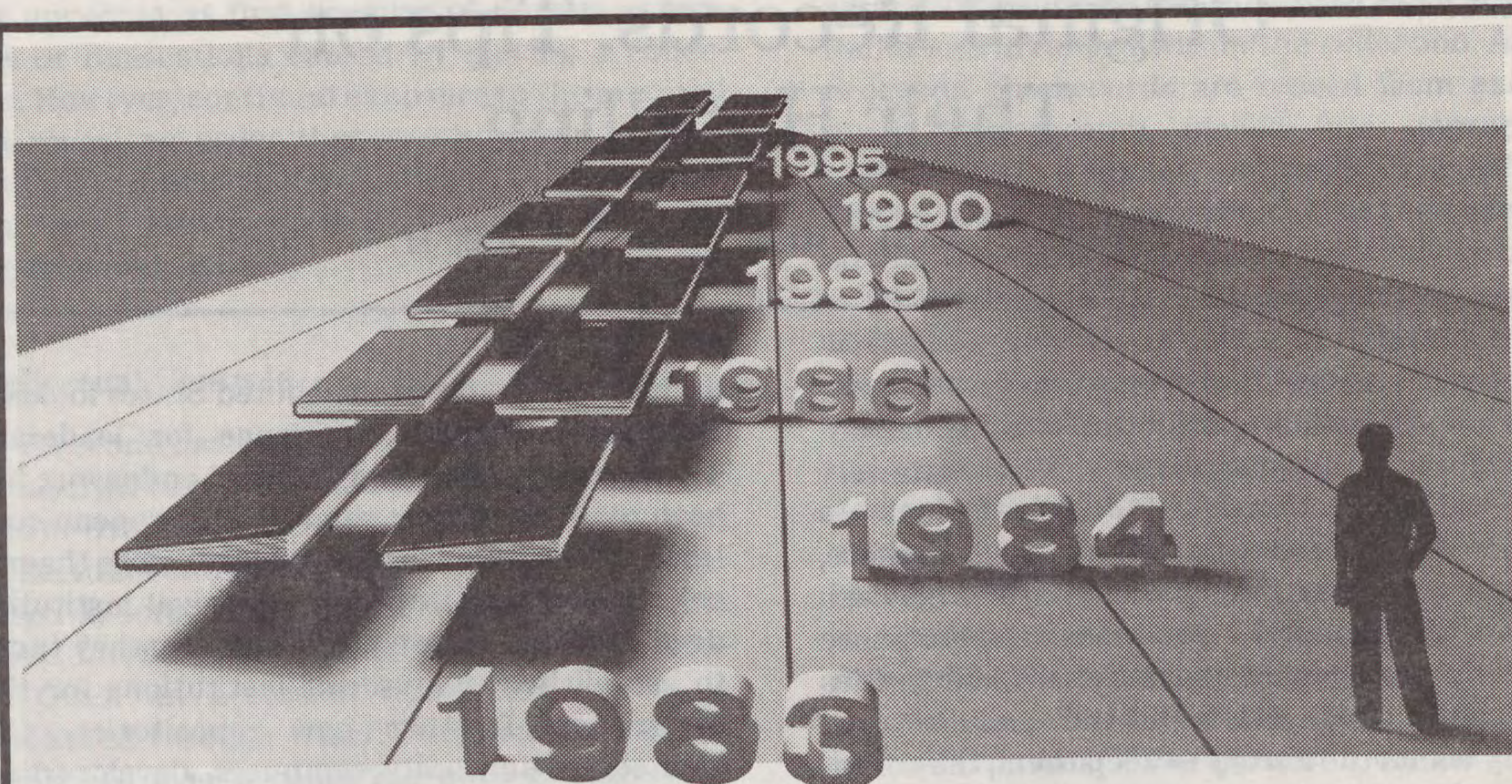
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Original Records: Tips on Their Handling

David J. Olson and William S. Price, Jr.

Many librarians find themselves in the sometimes uncomfortable position of having responsibility for a small collection of archival materials. Often this collection is in diverse formats—a scrapbook here, a shoe box of photographs there, a couple of diaries, some old letters, and perhaps a few original maps for good measure. For those trained in librarianship, such a shelf of curiosities may well be a nightmare. But the local historical society wants the library to keep them, the collection has been written up in the newspaper, and there is just no easy way to dispose of it. So what to do with it?

Many librarians reserve an out-of-the-way shelf in some far place, maybe even put a neat label on it—"County Historical Society Collection"—and there the materials sit. Obviously, there must be a better way. However, it is in fact better to let the records sit idle than to damage them irreversibly through well-intentioned but misguided policy. What then is the "right way"? The answer is found partly in the history of archival practice, partly in procedures that manuscript collections have established, partly in common sense, and partly in a workable bibliographic knowledge of the field. This brief article will attempt to tie these aspects together to suggest a reasonable approach to handling original records.

One hallmark of a civilized society is that it attempts to preserve its identity for future generations in some kind of archival repository. Early cultures did this via clay tablets (which although fragile were relatively permanent), and more contemporary cultures have established programs based on preservation of their most important paper records for posterity. The United States waited until 1934 to establish a national archival facility in Washington, D.C. Before that, leadership in this area had come from state archival programs and the Library of Congress. All such

archival programs in the United States looked to European archival experience for leadership. Traditionally, American archival endeavors have been more pragmatic than their European counterparts in looking for workability before theoretical rectitude. As important archival institutions developed in the twentieth century, they turned to established manuscript institutions for their experience. In turn new repositories, often located on university campuses, developed and emphasized programs for private records. In the 1930s a national Society of American Archivists was formed and a body of literature began growing to assist the developing archives/manuscripts profession. Certain basic principles were defined.

Basic Principles

Nineteenth-century European archival enterprises and their later American counterparts soon realized the futility of trying to impose on original paper materials any kind of subject classification scheme. It was apparent that the original source and order of the material had intrinsic meaning. Source of the records and the manner in which filing orders were devised and executed often said as much about a collection as the items themselves. Whether the scheme was chronological, alphabetical, subject file, or some number scheme, archivists soon realized that the original or intrinsic order should be preserved wherever possible and that the records created by one individual, family, or organization should not be intermingled with those created by other sources. The "horror" stories often told by archivists about collections where these concepts have been violated are legion. Suffice it to say that preservation of the original source and order is the most basic of archival principles.

What, then, do archivists or manuscript curators do when there is no order whatsoever in a collection? Then one does have to be arbitrary and impose the most plausible system—be it chronological, alphabetical, or a subject file. (Chronological order is the "safest bet.") But one must *be sure* there is no existing order before

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coming to this conclusion. Sometimes an order is not apparent at first because of numerous misfiles or dislocations caused by moving a collection. However, continual exposure to the material can reveal an order that was not seen at first. Caution is desirable because once a filing system has been destroyed, it can almost never be implemented again.

Intellectual Controls

A second basic principle is that the archivist/manuscript curator should establish two kinds of control over the material: physical control and intellectual control. Physical controls will be discussed at some length in the next section of this article. Intellectual controls begin with accessioning. Often an accession numbering system is established through which temporary control is established over a collection until arrangement and description can be completed. This type of system should be simple—perhaps a ledger with an annual numbering scheme (i.e., 83-1 would mean the first collection accessioned in 1983) with a notation in the ledger by each number denoting what each collection is and its location. These numbers are placed on each separate filing container in the collection. After being accessioned, the material is stored until arrangement and description take place.

The arrangement of a collection involves its removal from the previous filing environment and placement in more stable archival containers. For papers this entails the use of acid-neutral folders as well as archival boxes also constructed of acid-neutral materials. These supplies are available from archival suppliers such as Hollinger Corporation and Pohlig Brothers.¹

Decisions need to be made at the time of arrangement as to what are the basic *records series* in the material. A records series is defined as a group of records that has been brought together for a specific activity.

Once the material is arranged by series, it usually is apparent that several subseries exist as well. Often a fair amount of sorting by series and subseries is needed to deal with the misfiles and anomalies which result from transfer of the records. This is to be expected and should not be viewed as a violation of the original order. The arrangement procedure may be viewed as a kind of progressive "combing" of the collection, each time with a finer comb. At first, one simply inspects the material and arranges the existing boxes in some kind of plausible order. Then attempts are made to define the major series

within the collection. Next the records are arranged by series. Then the subseries (if any) are found and arranged within the collection. As one proceeds, the records are moved from existing filing environments, placed into appropriate archival grade supplies, and temporarily labeled. The next step is the description of the collection so that the potential user may find what he or she is looking for. This can be an agonizing step for librarians, because archival description and library cataloging, while similar in purpose, are very different in practice. A collection of original documents is described in order to gain *general* access to a body of material. Archivists rarely attempt to guide the searcher to access at the individual item level. Rather, it is the purpose of an archival finding aid to direct the potential researcher to the box or two of materials that require study. The researcher must then do his or her own "finding." Two types of tools are usually prepared: one is an inventory listing of box and file folder headings, sometimes referred to as a preliminary inventory, and the other is a narrative description of content, usually referred to as the finding aid. It is useful to study published and unpublished finding aids and inventories from established institutions before selection of the appropriate format.

Physical Controls

The first step in establishing physical control over a collection is to make sure that unwanted "guests" are not a part of the collection. Such guests include silverfish, cockroaches, and other insects as well as mold and mildew, which can contaminate paper and photographic records. While most established archival institutions have some kind of fumigation chamber, one may not be available in many libraries. Insecticide sprays and anti-mold chemicals may be used in such instances.²

As George Cunha has pointed out, the major physical enemies of library/archival materials are:

- People* — However technical we become there is no avoiding the fact that the human error factor is the most common one in damage to unique materials. Such errors include
 - use of pressure sensitive tapes ("Scotch tapes");
 - indiscriminate use of polyvinyl acetate and other synthetic materials;
 - use of highly acidic paper for protective wrappers;

- amateur laminations; and
- improper storage conditions.

The air we breathe — Environmental hazards, so acute for humans, also adversely affect paper. Sulfur dioxide pollution, particularly in urban environments, acutely affects archival/manuscript materials. Filtration systems in archival storage areas are needed in nearly any environment.

Light and Darkness — Prolonged exposure to ultraviolet rays may adversely affect materials, as does the daily light-dark cycle (if the materials are exposed). However, too much darkness may also adversely affect materials by encouraging the presence of pests such as fungi and vermin. Thus a low constant level of non-ultraviolet light is preferred.

Heat — Fluctuation of temperature, especially too much heat, is an environmental hazard. Mold is encouraged in too warm an environment. A temperature range of sixty-eight to seventy degrees is preferred for storage of paper records.³

Moisture — Humidity—too much of it—encourages mold. A steady fifty percent humidity is preferred. In addition, leaky roofs and pipes pose obvious hazards. In cases of fire, excess water to extinguish the blaze causes as much or more damage than the fire.

Vermin — The need for fumigation has already been mentioned.

Acid — No library or archives is safe from acid. While other enemies listed above are easily identified, acid damage is frequently undetected. Acid usually becomes imbedded in paper at manufacture, although it can also migrate into paper from its surrounding storage media. It slowly destroys paper from within. Neutral pH is 7.0. A pH from 7 to 14 is increasingly alkaline and from 7 downward is on the acidic side of the scale. Some early papers were made from pure rag content and are remarkably free of acid, while other more recent paper may be very acidic. "Archivist's Pens" and other simple devices to measure acidity are available from the archival supply companies mentioned earlier. They will readily identify any acid problems in a collection.

The repair of damaged archival/manuscript materials is an arcane speciality often reserved for conservators and technicians.⁴ The North Carolina Division of Archives and History operates a laboratory in Raleigh where documentary lamination, encapsulation, and deacidification

services are available on a cost basis to libraries and archival repositories throughout North Carolina. If simple repairs are to be attempted on site, the person making the repairs should carefully read the suggested literature and realize that reversibility is often impossible after repair. Thus the encapsulation of documents in acid-neutral plastic is often recommended since this process is readily reversible. Lamination using the Barrow process is recommended where document deterioration is advanced. This service, along with deacidification, is available in the Raleigh laboratory of the Division of Archives and History.

Space here does not permit adequate coverage of the physical care of non-textual records. The reader should consult Cunha's *Conservation of Library Materials* (page 35-36) for basic information on the care of photographs, motion picture films, and audio and video tapes.

Reference Services

Material is worth keeping only if it may be utilized by researchers. Any archival/manuscript endeavor should have well defined and regular hours during which material may be used by researchers. Since such material is original in nature, all archival repositories have "closed stack" arrangements. Consequently, it is necessary to "pull" material for the researcher. Thus some kind of call slip system may well be needed. While all archivists uphold the widest possible use of their collections, it has become increasingly necessary to be aware of security techniques so that irreplaceable materials are not lost by theft. In the small repository, it is usually necessary for the reference staff to stay physically close to patrons using the materials. In larger repositories, television cameras and other such technological advances are often used to monitor patrons. To be effective, security measures must be applied equally to everyone, because archival thefts throughout the United States have shown that even the most "trusted researcher" has occasionally been involved in a theft.

Collecting Strategies

Once control has been established over the initial collection of materials, it is necessary to establish a cohesive strategy for collecting. Such a policy should be well defined, written, and exclusionary in nature. The small repository usually cannot collect widely on any subject. Perhaps the history of a county or municipality is the sum total of the collecting which is possible. There is a wealth of historical material in the field, and a

responsible policy should be implemented in this area. Such a policy should not allow the splitting up of a collection already placed in part in another archival/manuscript repository. It should not allow for the collecting of public records which are provided for under law, and it should take into account the collecting done by other agencies in the area. Without a specific written policy, it is doubtful that an effective collecting effort can be carried out.

Conclusion

Ample guidance exists for the neophyte archivist. The selected bibliography following this article identifies helpful literature. Various national organizations, such as the Society of American Archivists and the American Association for State and Local History, offer publications and seminars directed towards the beginner. Universities throughout the country (and throughout North Carolina) offer courses in archival administration. Consultant services are available from a variety of sources. Therefore, the librarian who handles original sources should remember that he or she is not alone; help is available. Archivists at the North Carolina Division of Archives and History and at many other repositories throughout the state will make every reasonable effort to provide professional advice and assistance upon request.

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2. George D. M. Cunha, *Conservation of Library Materials* (Metuchen, N.J.: Scarecrow Press, 1967), 333. This entire work provides a useful manual for the neophyte with lots of relevant "do's" and "don'ts." It has been used for this section of the article as a basic source.
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Teaching With Historical Records: Three Approaches

The following brief articles discuss a variety of ways teachers and persons responsible for designing exhibits can effectively utilize primary sources. Ideally, librarians and archivists who read the articles will bring the ideas to the attention of their colleagues in the classroom.

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Techniques

Brett, Sally. "The Editor and the Writer: An Approach to Archival Manuscripts." In *Teaching Women's Literature from a Regional Perspective*, edited by Leonore Hoffman and Deborah Rosenfelt. New York: Modern Language Association Press, 1982.

Discusses Dr. Brett's and similar assignments in detail.

Casterline, Gail Farr. *Archives & Manuscripts: Exhibits*. SAA Basic Manual Series. Chicago: Society of American Archivists, 1980.

Discusses philosophical issues, planning and development, conservation, design and technique, program coordination, and administrative considerations. Has appendices on where to get help and purchase supplies. Bibliography.

Leary, Helen F. M., and Maurice R. Stirewalt, eds. *North Carolina Research: Genealogy and Local History*. Raleigh: North Carolina Genealogical Society, 1980.

An invaluable guide to research strategies and the value of various types of historical records produced by local, state, and federal governments and by organizations and individuals.

Metcalf, Fay D., and Matthew T. Downey. *Using Local History in the Classroom*. Nashville: American Association for State and Local History, 1982.

Discusses a broad range of issues but includes suggestions for using primary sources in different types of social studies courses and a section of "Sources and Resources for Local History." Bibliography.

Roe, Kathleen. *Teaching with Historical Records*. Albany: New York State Education Department, 1981.

Discusses educational objectives, locating and using historical records, and sample uses of different types of records, including personal papers, business records, local government records, maps, photographs, broadsides, and census records. Suggestions for further reading.

Shapiro, Victor W. "The Castleman Letter: A Classroom Exercise in Critical Thinking." *Social Education* 45 (January 1981): 40-44.

One of many related articles that regularly appear in this journal.

Guides to Records

Blosser, Susan Sokol, and Clyde Norman Wilson, Jr. *The Southern Historical Collection: A Guide to Manuscripts*. Chapel Hill: The Collection, 1970.

Everard H. Smith III edited a supplementary guide, 1970-1975, which was published in 1976. The Southern Historical Collection at the University of North Carolina consists of over seven million items pertaining to the southern states.

Cain, Barbara T., comp. and ed. *Guide to Private Manuscript Collections in the North Carolina State Archives*. 3d rev. ed. Raleigh: North Carolina Department of Cultural Resources, Division of Archives and History, 1981.

The State Archives preserves, in addition to public records, the papers of many individuals and private organizations.

Davis, Richard D., et al., eds. *Guide to the Cataloged Collections in the Manuscript Department of the William R. Perkins Library, Duke University*. Santa Barbara: Clio Books, 1980.

This repository preserves extensive papers pertaining to the fields of North Carolina and southern history, socialism, and the British Empire and Commonwealth.

Guide to Research Materials in the North Carolina State Archives, Section B: County Records. 5th rev. ed. Raleigh: North Carolina Department of Cultural Resources, Division of Archives and History, 1977.

Lists types and quantity of records available in original and microfilm formats for each county.

J. Y. Joyner Library. East Carolina Manuscript Collection. *Bulletin*. 8 nos. to date. Greenville: The Collection, 1969-.

An ongoing series that comprises a guide to this repository's holdings, which pertain to North Carolina, military history, missionary activities throughout the world, and tobacco.

Library of Congress. *The National Union Catalog of Manuscript Collections*.

A series published regularly since 1959, NUCMC includes brief descriptions of manuscript collections held and reported by repositories throughout the country.

Shaping the User: An Academic Exercise

Sally Brett

Read through the collected papers of one person in the Manuscript Collection, Joyner Library. Then select four or five letters you think best reveal the personality of the writer. In the letters, clarify references to events or persons; put brackets in by hand if your typewriter has none. Longer explanations will have to be footnoted. Write an introductory essay (not exceeding two pages) in which you describe the letter writer (you can here cite other letters or journals) and provide some biographical information. You may want to "introduce" each letter with a sentence or two explaining what the letter reveals or evinces, or you may want to confine such comments to the prefatory essay.

Be imaginative. Try to select letters centering on one event or person, or letters that chronologically reveal change, development, or deepening of a feeling or situation.

Make one copy for your student editor and one for the instructor.

I first made this assignment five years ago, as part of the requirements in a course dually focused on regional women's literature and editing/writing. It is now a regular first assignment in the East Carolina University Department of English graduate course in bibliography and methods, in a history course at a western North Carolina school, in women's studies courses in Oklahoma, Tennessee, and Massachusetts, and in cultural studies courses in Mississippi and Michigan.

The assignment has much to recommend it, for it provides the kind of "starting point" that characterizes most creative and stimulating coursework. It provides an introduction to the stuff from which history texts, novels, and essays are derived. It makes texts real. It provides an illustration of the epistolary style and the techniques of analyzing that genre. It demands that the student learn some of the more esoteric and

sophisticated library reference sources—something beyond *Reader's Guide to Periodical Literature* or *Book Review Digest*. It calls for some synthesizing skills and discriminating reading. It makes evident the interconnections of such humanities studies as history, literature, and cultural geography.

For the instructor, two happy benefits are paramount. She too can learn library resources that her specialized graduate training might not have promoted. I for one had not, in my study of the modern British novel, been apprised of NUCMC or state historical collections. Second, some of the best student efforts I have ever seen, in twelve years of college training, come from this assignment. One student did a masterly comparison of the letters of Civil War soldiers, one an illiterate Confederate footsoldier and the other an educated young officer from Massachusetts—diverse in background but identical in their dislike and fear of war. Another student took the minutes of a book club and extracted the unwritten code of behavior with which the turn-of-the-century ladies encouraged each other to venture beyond the totally private domestic world to the larger public world of civic concern and culture.

Yet, for all the challenges afforded the students assigned to work in a manuscript collection and the pedagogical rewards for their instructor, this assignment is one that many of my colleagues say they cannot make. The instructors in Oklahoma, Tennessee, Massachusetts, and other states mentioned above tried this assignment only after some urging on my part and not a little misgiving on theirs. Other instructors have flatly said that such an assignment would be impossible at their schools. Why? Because, they say, the curators of their manuscript collections, or their archivists, do not welcome students. They do not want undergraduates in their collections or archives. Still others, a minority, claim that their collections or archives do not have the kind of material that ours at East Carolina does. To answer the second objection first: the ECU collection is not the Berg, by any means. It is a decent collection by anyone's standards, but the material

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is, for the most part, that of ordinary citizens, not stellar literary or historical figures. But the ordinariness is precisely the point of the assignment. The extraordinary in the everyday is the wonderful revelation that researchers, undergraduate and professional, come to in such collections.

As for the curators and archivists who bar undergraduates from their doors, bringing such students in with an assignment like mine assures the curator that he will be in firm control of what materials are used by whom and when. Furthermore, my students are not dropped into the collection. They are introduced first with a lecture, on the collection premises, by the curator, on the proper way to find and to handle collection materials. Designated collections are shown to them, and again proper handling and note-taking are explained.

The rewards are not all those of instructor and student. The collection benefits too. Made newly aware of what constitutes "savable" materials, students carry home a respect for the letter, diary, or business records of great-grandparents, a respect which has more than once resulted in either a donation to the collection or the opening to the curator of a family archive. Bringing students in on such an assignment is a rare chance for the archivist or curator to create and to mold awareness, to form intelligent and educated collection users.

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Using Primary Sources in School History and Social Studies Courses

Maurice C. York

Primary sources can make history come alive for students who believe that the past is what they encounter in dry textbooks. Records that effectively reveal the lifestyles and thoughts of real people who lived in a student's community or state add a dimension of realism to abstract concepts. Imaginative teachers who take the time to select primary sources that complement textbook readings open doors to critical thought, useful research skills, and a firmer grasp of the past. With the cooperation of librarians, archivists, and the keepers of local records, this exciting method of instruction can be utilized by teachers everywhere.

Students profit in several ways. They learn to think critically, by analyzing and interpreting the meaning of a particular letter, diary entry, or photograph, by judging the quality of the source as evidence pertaining to an event or trend, and by using the item to test accepted theories of history. In answering the plethora of questions that can emerge from an original document, students often acquire valuable experience in using a library's reference materials. Because carefully selected documents can bring historical trends into focus on a local level, young minds who study them usually consider their courses more interesting. They learn about *their* past and often become interested in continuing their research or getting involved in their community. They realize that our knowledge of the past is largely based on the creation, preservation, and use of original records.

These sources are varied and widely available. Manuscript repositories, libraries, and historical societies preserve a variety of personal papers, including letters, diaries, financial records, broadsides, maps, and photographs, created by or belonging to notable individuals and average families. Business records—ledgers, daybooks, receipts, and other material—also find homes in many institutions. Such records as deeds, estate papers, and tax lists can be found at county

courthouses or at the State Archives in Raleigh. Many libraries maintain microfilm of the federal census records.

A teacher's creativity is the only limit to how these sources can be adapted for classroom use. Once documents have been selected, they usually should be carefully examined by the instructor. The teacher should not, however, feel compelled to understand every facet of a document; even trained historians often are puzzled by obscure references or archaic terminology. Instead, teachers should be prepared to *guide* students in finding answers and to help them understand that there is not necessarily a "right" way to interpret a document. Although many manuscripts are protected by copyright legislation, most repositories allow them to be photocopied, if doing so would not result in damage to the document. Additional copies for use by students could be laminated or placed in binders.

A variety of techniques for discussion and research have been successfully utilized. One educator prefers to compile sets of primary sources pertaining to such topics as "Women in the Profession of Teaching," "Immigration and Education, 1830-1900," and "The Freedmen's Bureau and the Development of Black Schools after the Civil War."¹ The set might include illustrations and articles culled from issues of *Harper's Weekly*, a teacher's examination certificate, and letters that discuss the topic. An archivist who works closely with teachers recommends selecting single items and developing lists of "questions to ask/points to consider." She points out that extended activities can be assigned to students who seek additional information related to the themes they discovered in the document.² One writer recommends that the teacher use the inquiry or discovery approach to facilitate an atmosphere of sharing in the classroom. A teacher using this technique might select a manuscript that, although appropriate as an illustration of a topic being studied, would not pertain to events widely discussed in textbooks. Rather than undertake extensive background research, the instructor would guide the pupils

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in asking appropriate questions and seeking answers for themselves at the school library or other institutions. Because the teacher would not know the answers to questions arising from study, the pupils would be more likely to learn research and interpretation skills.³

The current emphasis on the study of North Carolina history in the public schools provides a marvelous opportunity for teachers who wish to experiment with primary sources. Librarians and archivists who are responsible for manuscript and archival collections should work closely with teachers in choosing and copying items from

their holdings. The enthusiasm of students who are exposed to a new and fascinating way of viewing the past should make the extra effort worthwhile.

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Stand up for Libraries

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Manuscripts: An Untapped Source for Exhibits

Harry S. Warren

Manuscript materials should be very useful and important to the development of exhibits in libraries and museums. Unfortunately, manuscripts are many times overlooked or not even considered as a source for displays. Still, the use of manuscript collections to supplement artifacts, provide information, and give focus to an exhibit is a relatively inexpensive and professional method to improve the quality of the exhibit.

The first step in the development of an exhibit concept is research. It is possible, and often convenient, to examine an exhibit topic entirely from secondary sources, but this approach limits the originality of the exhibit's content and sometimes leaves an exhibit with little real focus. A broad subject needs to be narrowed, and a precise direction must be developed. This is especially true for small libraries or museums with a limited amount of space.

The use of manuscript materials helps remedy the problems of direction and originality. A broad topic, such as World War I, can be handled in both a general and original manner. After a brief introductory statement explaining the war in very general terms, accompanied by familiar photographs of "boys going over the top" and the steady gaze of General Pershing, the focus might be narrowed to involvement by local groups and the community's response to the war. Anti-German feelings were extremely intense nationally, and letters written by local folks or people who lived within the state may produce evidence to substantiate strong anti-German sentiment on a provincial level. Correspondence from local, regional and state manuscript collections might reflect the patriotic desire to "kill the Kaiser." The exhibit automatically has at least one focus, and energy can be concentrated into a theme which presents the big picture of American patriotism and how it was reflected in the community or state.

When one is researching an exhibit and narrowing a topic, artifacts needed and artifacts available to make the exhibit more meaningful and compelling should be kept in mind. Objects and photographs draw people to and into an exhibit, stimulate interest, and create a thirst for more knowledge. Manuscript collections sometimes contain visual materials that help make an exhibit work. An eighteenth-century colonial map, an original first edition newspaper headlining a politician's landslide victory, and a nineteenth-century advertising broadside for a theater production are examples of what a collection might supply. Photographs are always in demand for exhibits, and manuscript collections can provide new views of old subjects from pictures never before made public. Correspondence itself might be used for artifacts, and excerpts with strong descriptive qualities can be magnified for exhibit use.

Manuscript collections offer a potential gold mine of artifacts, but extracting the gold from the mine may pose a problem. Restrictions on a particular collection may prevent its use, and factors such as preservation, security, and insurance should always be considered. No curator or director can be expected to lend irreplaceable manuscripts for exhibits unless adequate security is assured. Still, copies of photographs or documents can be made, excerpts from correspondence can be drawn out, and legal and personal reservations can, in most cases, be worked out to the satisfaction of all concerned parties.

The problems with using manuscript collections for exhibits are usually time and money. A relevant collection might be located some distance from the library or museum or be too voluminous to be searched carefully for the right item. A basic knowledge of manuscript collections available in one's region and state helps ease these problems. For more specific knowledge of collections and their holdings, one should consult a variety of manuscript catalogs or descriptive guides. Most institutions provide catalogs and guides to their collections at little or no charge. Developing personal relationships with curators

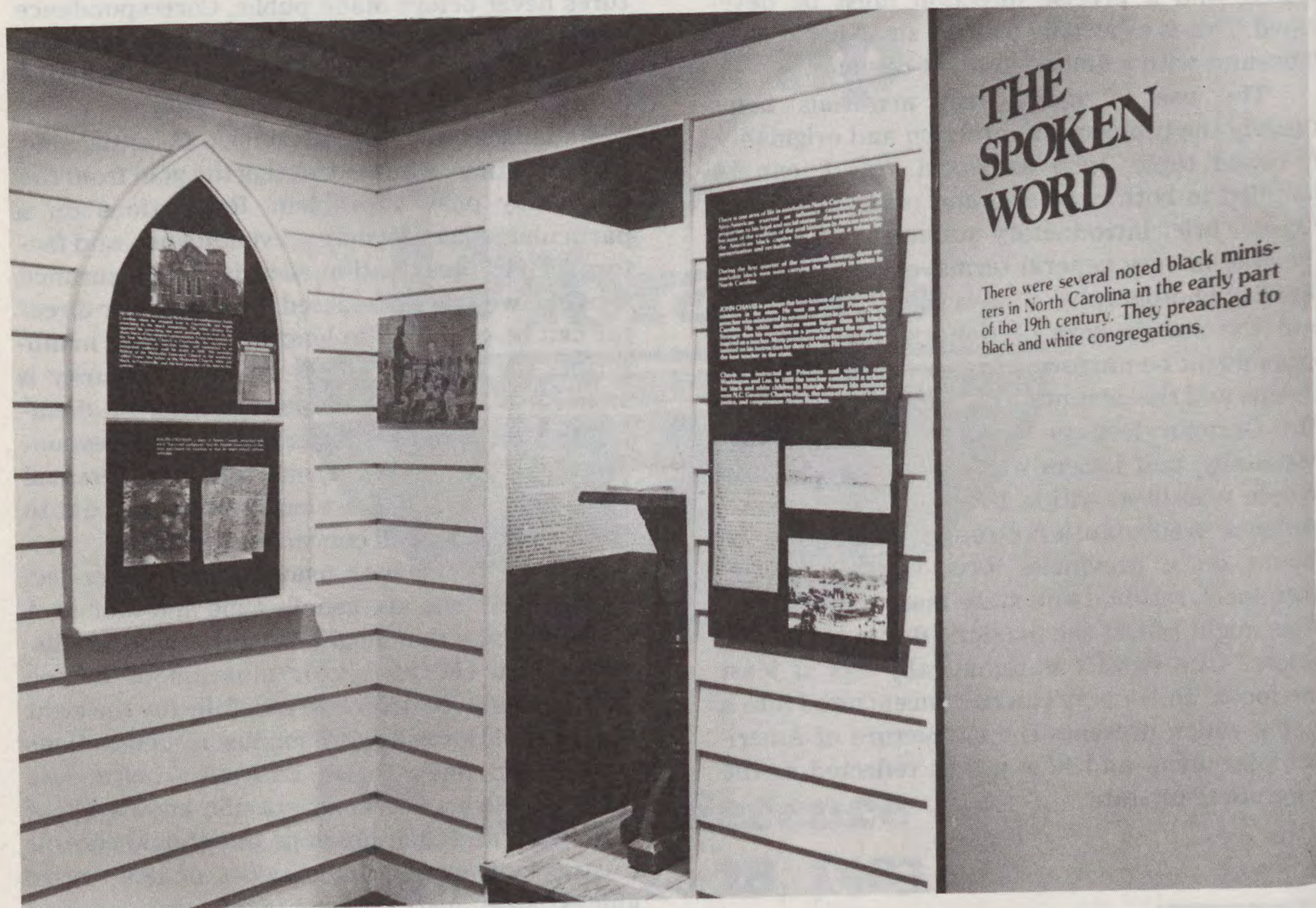
Harry S. Warren is Researcher at the New Hanover County Museum in Wilmington.

of manuscript collections is useful since most are extremely knowledgeable of their collections' contents, and they can keep one informed of recent acquisitions.

Manuscript collections should be included in, not excluded from, the development of exhibits for libraries and museums. The original textual and visual materials they can provide give depth and focus to such exhibits. They are a source waiting to be tapped.

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The use of primary sources in exhibits is seen in a recent exhibit by the North Carolina Museum of History on the black presence in North Carolina.

Archives and Records Programs in North Carolina

Editor's note: This article is an abstract of a Report on the Assessment and Status of Archives and Records Programs for State and Local Governments and on the Needs of Historical Records Repositories, Submitted to the National Historical Publications and Records Commission, NHPRC Grant 81-125, Raleigh: North Carolina Historical Records Advisory Committee, 1983. The report was abstracted by Maurice C. York. The final report, which includes a directory of historical records repositories, can be obtained at no charge from David Olson, State Archives and Records Administrator, North Carolina Division of Archives and History, 109 East Jones Street, Raleigh, North Carolina 27611.

The National Historical Publications and Records Commission (NHPRC) in February 1981 reserved funds for studies to assess the needs of individual states with regard to identifying and preserving their valuable records and documentary sources. On June 1, 1981, the North Carolina Department of Cultural Resources, on behalf of the Historical Records Advisory Committee, applied for an assessment and reporting grant of \$17,500. The thirteen-member committee was chaired by Dr. William S. Price, Jr., director of the North Carolina Division of Archives and History. State Archives and Records administrator David J. Olson served as secretary, and Thornton W. Mitchell, Olson's predecessor, was designated principal investigator.

The committee chose to examine areas of concern stipulated by the NHPRC's published guidelines, as well as problems not addressed by them. The committee studied the state government archives and records program, local government archives and records programs, the status of historical records repositories throughout the state, and "functions and services" that would strengthen archival work in North Carolina. Also of concern were five topics not addressed by the NHPRC's guidelines: loss of computerized information; problems with photographs; "laundering," destruction, and removal of records; security; and state achievements in the field of archives.

Procedures were developed and information was gathered in a variety of ways. Because the grant application was prepared before the mem-

bers of the advisory committee were appointed, initial plans for the project were formulated principally by the Archives and Records Section staff. They and the principal investigator reviewed the status of state agency and local government archives and records programs and developed questionnaires that were sent to records officers in state agencies and to appropriate officials at the county level. Data concerning historical records repositories were gathered through use of questionnaires and verified by information already available to the staff of the Archives and Records Section. The advisory committee gathered five times between February 1982 and February 1983 for organizational and work meetings. Public hearings were held at Charlotte on October 15, 1982, and at Raleigh on November 10, 1982.

The committee's report was prepared for publication by May 1983. It contains background information concerning archival and historical repository programs at all levels in North Carolina as well as findings and recommendations.

State Government Archives and Records Program

Background

The holdings of the North Carolina State Archives consist of approximately thirty-seven thousand cubic feet of material. Included are state agency records, records of local government agencies (especially county records), approximately seventeen hundred collections of private papers and manuscripts, about four thousand maps of North Carolina, an estimated five million photographs and photographic negatives, sound recordings and motion pictures, papers of private organizations, records of discontinued colleges, and miscellaneous materials. The authorized staff of the Archives and Records Section consists of seventy-three and one-half positions, including twenty archivists and nine records management analysts and technicians. During the fiscal year beginning July 1, 1982, the certified budget of the section was \$1,487,451.

Findings and Recommendations

1. **Space Needs.** The state archival program as a whole is critically handicapped by a lack of stack space. Plans for the assignment or reassignment of space by the Department of Cultural Resources should take this urgent need into consideration. Such space should provide for the control of temperature and humidity and be constructed so that it will accommodate the heavy weight of archival materials.
2. **Equipment Deficiencies.** Obsolete and inadequate equipment throughout the Archives and Records Section seriously jeopardizes various programs. The section should prepare an equipment replacement schedule showing each item of existing equipment, and the schedule should be made available to the Office of State Budget and other organizations and individuals. Staff must keep abreast of new developments in equipment, and the equipment used by the Archives and Records Section must accommodate advancements in technology. Section personnel must also provide technical assistance and leadership in the procurement and use of equipment by other repositories in the state. Thus, travel funds must be provided so that staff can attend equipment fairs and seminars.
3. **Educating State Agencies about Archives Facilities and Services.** The lack of information among principal records officers in regard to the State Archives and the archival records of their own agencies is startling. Every effort should be made to educate users and potential users in other state agencies about the archives facilities and holdings.
4. **Unarranged and Undescribed State Agency Records.** Approximately twelve thousand cubic feet of state agency records in the State Archives have neither been arranged nor described according to modern archival principles. A high priority should be assigned to the completion of the task of making these records available to state agencies and for general use. The streamlining of records processing operations should continue.
5. **Guide to State Agency Records in the Archives.** A guide to state agency records in the archives is badly needed, because none has been published since 1963. Such a guide would acquaint state agencies with the sources that are available to them. The archives should also prepare a listing of special subject guides that will be of interest to state and local government agencies.
6. **Study of Document Preservation.** A major study of lamination and other methods of preservation is required. Although the Barrow method of lamination has been used successfully in the

State Archives for more than thirty years, other methods should be explored. As part of the overall training function of the Archives and Records Section, conservation workshops concerning documentary materials and photographs should be held in parts of the state where repositories are located.

7. **Fees for Services Provided to Genealogists.** The out-of-state search and handling fee currently charged by the State Archives should be increased from two dollars to five dollars. The Archives and Records Section should consider the proposal that an annual fee be charged for inclusion of researchers' names on the list of professional genealogists distributed by the State Archives and the Genealogical Services Branch of the State Library.

8. **Establishment of a State Data Base for Manuscripts and Records.** The Archives and Records Section should continue its efforts to obtain data concerning automatic data processed records throughout state agencies and move eventually to an automated data base that would expand the availability of information about records and manuscripts.

Local Government Archives and Records Programs

Background

For nearly seventy years, the North Carolina State Archives has participated in the maintenance and preservation of the permanently valuable records of local government. County records were brought into the archives as early as 1914, and a comprehensive local records program was established in 1959. In 1961 the Archives and Records Section became responsible for records management in local government. The state has provided many services to local government: preservation and maintenance of valuable records in the State Archives; inventorying and scheduling of county and municipal records; security filming of essential operating records of counties; conservation and rebinding of important records in poor condition; and provision of limited technical and professional advice.

Findings and Recommendations

1. **Increased Services to Counties and Municipalities.** To expand the programs of the Archives and Records Section in regard to records management for local government, the relationship with the Institute of Government and with the League of Municipalities and the Association of County Commissioners should be renewed and strengthened. To the degree possible, records management services should be provided.

2. Storage of Local Inactive Noncurrent Records. Because local government agencies have indicated that one of their urgent needs is for the storage of inactive, noncurrent records, a special study should be undertaken to determine the feasibility of using existing commercial facilities in Charlotte, High Point, Greensboro, and Raleigh for storage purposes and of establishing commercial multi-county or regional records-storage facilities that could be funded by payment of an annual fee based on the volume of records stored.

3. Expansion of Local Government Program to Municipalities. As they have grown and become more important, municipalities have increasingly needed records management services, including the creation of systems for handling automated data processing records. The Archives and Records Section should reexamine in depth all its local government archives and records programs in terms of overall priorities and formulate a long-range program that will address the problems of municipalities.

Historical Records Repositories

Background

A total of 484 survey forms were mailed to all known local historical societies, public libraries, public and private colleges and universities (including two-year institutions), religious archives, and miscellaneous repositories. The questionnaire was based on that suggested by the NHPRC guidelines, but several questions were added, the most significant of which requested information about collection policies. Unfortunately, no instructions for measuring growth accompanied the questionnaire, and information received concerning growth during the past three years included measurement in items, drawers, boxes, bundles, linear feet, and cubic feet. The variations severely limited the usefulness of the questionnaire. A total of 107 large and small historical records repositories were identified.

Perhaps the most reliable basis for comparison of the repositories is the size of staff. Of the 107 repositories reporting, sixty-seven (62.6 percent) have less than one full-time employee, and several are staffed only by volunteers. Twenty-nine (27.1 percent) employ one or two full-time employees; five, three to five employees; two, six to ten; three, eleven to twenty-five (not all of whom are working directly with historical records); and only one has more than twenty-five full-time employees (Division of Archives and History). Only eleven repositories (10.1 percent) employ three or more full-time staff members.

Approximately 75 percent of the repositories collect materials pertaining to specific subject areas. A relatively large number of repositories contain resources relating to local history and genealogy. The holdings of the religious and denominational repositories are particularly extensive and are of unusual value. The smaller collections found in local historical societies, public libraries, and museums are usually limited to local materials and genealogical documents.

A number of repositories have made notable contributions to the collection and servicing of historical records. The North Carolina Historical Commission (now the Division of Archives and History), the Manuscript Department at Duke University's Perkins Library, and the Southern Historical Collection at the University of North Carolina's Wilson Library are the oldest repositories and preserve the most extensive groups of historical records. These institutions employ comparatively large numbers of professional staff who make available to researchers significant holdings, particularly in the fields of North Carolina and southern history. Three long-established repositories of denominational and church archives—the Historical Foundation of the Presbyterian and Reformed Churches, Montreat; the Archives of the Moravian Church, Southern Province, Winston-Salem; and the Friends Historical Society Collection, Guilford College—have preserved valuable records of their churches. Additional repositories include the Baptist Historical Collection at Wake Forest University; the East Carolina Manuscript Collection at East Carolina University; the special collections departments at the University of North Carolina at Charlotte, Western Carolina University, and the University of North Carolina at Greensboro; and the North Carolina State University Archives. All of the foregoing repositories report their holdings to the *National Union Catalog of Manuscript Collections* and appropriate journals, and several of them have issued guides or other publications to publicize their holdings.

The largest category responding to the survey consists of colleges and universities; forty-seven questionnaires (44 percent of the total) were received from such institutions. Eighteen contain both institutional archives and manuscript material, but usually more emphasis is placed on manuscript collections than on college or university records. Seventeen repositories maintain institutional archives only, but twelve completely neglect their own records in favor of manuscripts.

Often the librarians, museologists, and lay persons who administer small repositories lack

archival training and fail adequately to preserve, process, and promote the use of their holdings. The 107 questionnaires show that thirty-four repositories make no effort to prepare finding aids; seventy do not report their holdings to any guide; and approximately half of them lack fire detection systems.

Findings and Recommendations

1. **Space and Personnel Needs.** Parent institutions need a better understanding of the problems faced by university archives and manuscript repositories and should begin immediately to seek means to resolve the problems created by insufficient personnel and inadequate space. Foundation support should be sought to supplement repositories' financial resources.

2. **Professional Archival Training.** Professional archival training is critically lacking among staff in many repositories, particularly the smaller ones. The advisory committee recommends a statewide archival organization, for which the Division of Archives and History would provide initial coordination and support. The organization should move toward the establishment of a training institute in archival management and short-term workshops in specialized subjects.

3. **The Problems of Small Repositories.** Every effort should be made by the proposed statewide archival organization to provide training opportunities for staff of small repositories and to establish minimal standards for archival and manuscript repositories.

4. **Nonpublic Collections in the State Archives.** Because the State Archives no longer is the only repository in North Carolina that collects private and personal papers of individuals and records of nonpublic civic organizations, the Archives and Records Section should formulate and publish a policy concerning the nature of the private collections it will accept. Further, the State Archives should minimize its role in accepting, processing, and referencing private collections.

5. **Institutional Records of Colleges and Universities.** A low priority is being given to the preservation and management of institutional records by many public and private schools. All constituent institutions of the University of North Carolina System should establish comprehensive archival and records management programs with sufficient staff, facilities, and authority. Private colleges and universities should be encouraged to establish similar programs.

Functions and Services

Background

This broad topical category was specified in

the NHPRC guidelines. It embraces all archival and manuscript endeavors. Based on the study that has been made by the advisory committee and the Archives and Records Section, short- and long-term programs should be initiated or strengthened for the following functions and services.

Findings and Recommendations

1. **Archival Training.** The need for training in archival principles and procedures is urgent and should be provided by institutes and short-term workshops and seminars.

2. **State Archival Organization.** This organization, which would facilitate the exchange of ideas in all pertinent fields and serve as a clearinghouse for information about training opportunities, could operate initially under the sponsorship of the Division of Archives and History or an appropriate nongovernmental institution. Further, a long-range goal should be the creation of a regional association somewhat more structured than the South Atlantic Archives and Records Conference.

3. **Services for Local Government Agencies and Repositories.** The present availability of such services as document conservation, micrographic services, records management assistance, and commercial records storage and microfilm services should be brought to the attention of agencies who need them.

4. **Establishment of a Statewide Data Base for Historical Records and Repositories.** An urgent need exists for centralized information about historical records and historical records repositories. A statewide data base to facilitate dissemination of information of this nature is a desirable long-range goal. As descriptive information about archival records becomes standardized, access to the data can be automated and tied in with other statewide, regional, and national computerized systems. The sharing of holdings by means of microfilm or other media should be a continuing objective.

5. **Computers: Problems and Advantages.** The likelihood is strong that what has heretofore been our documentary heritage will vanish as magnetic tape or floppy disks are erased from the entry of new data. Since the computer can also be a useful servant of the archivist, the advisory committee hopes that the Archives and Records Section will continue its discussions with the computer manager of the Department of Cultural Resources concerning the automation of finding aids. This could be an essential first step in the proposed statewide data base.

6. **Technical and Professional Advice.** A mechanism—perhaps the proposed statewide archival organization—for providing technical and profes-

sional advice to governmental agencies and repositories is required.

7. Creation of a Union Catalog of Records and Manuscript Holdings in the State. To facilitate the availability and use of historical records, a union catalog should be compiled. Standards for the identification and description of materials will need to be established so that the catalog can be automated and access to it can be made through the statewide network now being set up by the State Library or through SOLINET. A grant from either the National Endowment for the Humanities or from the NHPRC should be sought to fund the planning of the catalog.

8. Document Conservation and Microfilming. To insure uniform quality in filming, the proposed statewide archival organization should consider the adoption and wide dissemination of advisory standards for the microcopying of records.

9. College-Level Training in Archival Theory and Practice. College-level courses in archival theory available at the University of North Carolina at Chapel Hill, the University of North Carolina at Greensboro, North Carolina State University, and East Carolina University should be publicized, as should such institutes as are offered by Emory University and the Georgia Department of Archives and History. Training in archival theory and procedures should be encouraged in the library schools in the state.



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use your library

American Library Association

The Small College Special Collection in North Carolina

Edward M. Waller

The purpose of this study is to take a close look at the status and management of special collections in small college libraries in North Carolina. The *American Library Directory*, 35th edition, lists fifty of these collections, which suggests that they may be a significant part of the state's overall library resources. However, information about them is not easily found or widely distributed.

This study seeks to answer specific questions about small college special collections. How significant are these collections to their college communities and to the state's libraries generally? What is the extent of bibliographic access to these collections, for both local users and other potential users? What resources, in terms of space, staff, and money, are small colleges giving to their special collections? How much use do these collections receive? Are there ways in which small colleges can or should improve the management of special collections?

A questionnaire was mailed to all North Carolina colleges with fewer than fifteen hundred students that are predominantly four-year undergraduate institutions. Enrollment figures were obtained from *Statistics of North Carolina University and College Libraries, July 1, 1980-June 30, 1981*. The questionnaire was divided into four sections: collection development, maintenance, use, and processing. Respondents were asked to complete a separate form for each special collection and use the *ALA Glossary of Library Terms* definition of a special collection, which is, "A collection of material of a certain form, on a certain subject, of a certain period, or gathered together for some particular reason, in a library. . ."

A search was made for sources of information on special collections in North Carolina. The purposes of the search were to find out what information is available and to get a complete list of the collections to be studied. When a collection found in a published source was not listed in a returned survey, additional copies of the survey were sent with a letter inquiring about the discrepancy.

Edward M. Waller is Head of Technical Services for the Wake Forest University Law School Library in Winston-Salem.

Use and development

Twenty-six libraries out of thirty queried responded to the survey. Detailed responses to each survey question can be found in Appendix 1. As might be expected, great variability in the use of small college special collections was reported. The range of users reported was zero to fourteen hundred in 1982, with a median of forty. There are a number of factors that would contribute to a low level of use. The majority of collections originated as gifts and, as many librarians can testify, support of curricula is not always the compelling factor in the acceptance of gifts. Also, small colleges provide a relatively small universe of users who would have immediate and easy access to the materials. In addition, the circumscribed subject matter of special collections limits the number of people who need to see the material. The issue of relevance to curricula and faculty research was directly addressed by survey questions 12 and 13. The majority of collections were reported as having some relevance, but less than the general collection. Significant minorities of 35 and 41 percent were reported as having equal or greater relevance to curricula and to faculty interests respectively.

Most libraries are continuing to develop their special collections. Materials are being added and cataloged, and small amounts of staff time are being assigned to the collections. The figure of \$30 as the median spent on acquisitions in question 4 is deceptively low. This figure includes two collections that are complete and fifteen collections of local history or college archives on which acquisition expenditures are unlikely. The median rises from \$30 to \$250 when only libraries reporting expenditures are included. It can be said that small colleges are supporting their special collections on a modest but continuing basis, although there are exceptions.

An interesting finding was that while new special collections were established as recently as 1982, the status of old collections is being reevaluated. Five collections cited in published lists have ceased to exist. Reasons given were that the amount of use did not justify the expense of pro-

cessing, that a curriculum changed away from the subject of a special collection, and that, in two cases, collections were judged not to be "special" and were integrated into the main collection.

A somewhat different picture arises if one looks at the combined resources of the surveyed collections. Among reporting libraries a total of \$41,205 was spent on acquisitions for special collections in 1982, and 14.1 FTE staff were assigned to the collections. A total of 10,084 users were reported for 1982, not including eight collections for which use data were not kept. The collections include an impressive array of subjects in applied arts and sciences, the humanities and fine arts. Some are the only recorded collections on their subjects in the state, and others undoubtedly contain material not found in the collections on similar subjects in the state's major libraries. The quality of the collections was not directly investigated in the survey, but the data suggest that small college special collections may be a significant part of the state's library resources.

Bibliographic Access

Bibliographic access to special collections within most small colleges appears to be adequate. Sixty-five percent of the collections have complete card sets in the main catalog, and another 10 percent have separate catalogs. Other satisfactory cataloging practices suitable to special types of materials were used in another 12 percent. On a statewide or higher level, bibliographic access is less satisfactory. Eighty percent of the collections are listed in neither SOLINET nor the North Carolina Union Catalog. One would not expect to find the thirteen reported college history collections in these data bases, but even if they are excluded from the analysis, the unlisted percentage is an unacceptable 44 percent. Limited access is provided by publications which list special collections in North Carolina, but none of these sources is all inclusive. Of the eighty-three collections (seventy-eight extant) found during the study, the following numbers were found in each source:

<i>American Library Directory</i>	50
Howell, <i>Special Collections in Libraries of the Southeast</i>	30
Downs, <i>Resources of North Carolina Libraries</i>	19
Ash, <i>Subject Collections</i>	12
Hamer, <i>Guide to Archives and Manuscripts in the U. S.</i>	9
<i>NUC of Manuscript Collections</i>	6

Survey	43

Subject access through these publications, which is so important to researchers, is limited to Downs and *NUC-Manuscripts*. Just discovering the existence of a special collection can be difficult, because none of the published sources is even close to being complete.

The woeful state of outside access to the contents of these eighty collections could be attenuated by the development of a comprehensive list of special collections in small colleges. (A brief listing of the small college collections found in the survey or in published sources is found in Appendix 2.) A list arranged by subject would be particularly useful and would be a great improvement over the fragmented and incomplete information now available. Additional improvement in access could be accomplished by conscientious effort on the part of librarians to include their special collections in SOLINET or the North Carolina Union Catalog. This would contribute to the current trend towards resource sharing. While there is little reason to include some material, such as vertical files or college archives, there is a great deal of material hidden in small college special collections that could be of use to scholars, students, and other citizens.

APPENDIX 1

Summary of Survey Results

1. What year was the collection started?
Range: 1895-1982 Median: 1966
2. How many items were added in 1982?
Range: 0 - 2600 Median: 40 Total: 4825
3. How many items were added in 1981?
Range: 0 - 3500 Median: 33 Total: 6237
4. How many dollars were spent on acquisitions in 1982?
Range: 0-26000 Median: 30 Total: 41,205
5. What are the sources of funds for future acquisitions?
General budget, 22; endowed or other special fund, 9; other, 8 (7 gifts); none, 7; none because collection is complete, 2
6. How did the collection originate?
Gift, 24; planned acquisitions, 15; other, 8 (church deposit collections, college related material, etc.)
7. How many full time staff are assigned to the collection?
Range: 0 - 3 Median: 0 Total: 9
8. How many FTE staff are assigned to the collection?
Range: 0 - 4 Median: .2 Total: 14.1
9. Is the collection physically separate from the regular collection?
Separate room, 15; locked area, 12; not separate, 8
10. How many people used the collection in 1982?
Range: 0 - 1400 Median: 40 Total: 10,084
11. What percentage of use was by faculty?
Range: 0 - 95 Median: 10
- 11a. What percentage of use was by students?
Range: 0 - 100 Median: 50
- 11b. What percentage of use was by other persons?
Range: 0 - 100 Median: 10
12. What degree of relevance does this collection have for the college curriculum, compared to the general collection?
None, 4; less, 20; the same, 12; more, 1

13. What degree of relevance does this collection have for faculty research interests, compared to the general collection?
None, 1; less, 20; the same, 8; more, 7
14. Is your collection listed in NCUC?
No, 25; yes, 10.
15. Are cataloging procedures different from the rest of your collection?
No, 20; yes, 9 (special class. system, shelf list only, Dewey instead of L.C., not cataloged, etc.)
16. Are items in the collection listed in your general card catalog?
No, 10; yes, 25

APPENDIX 2

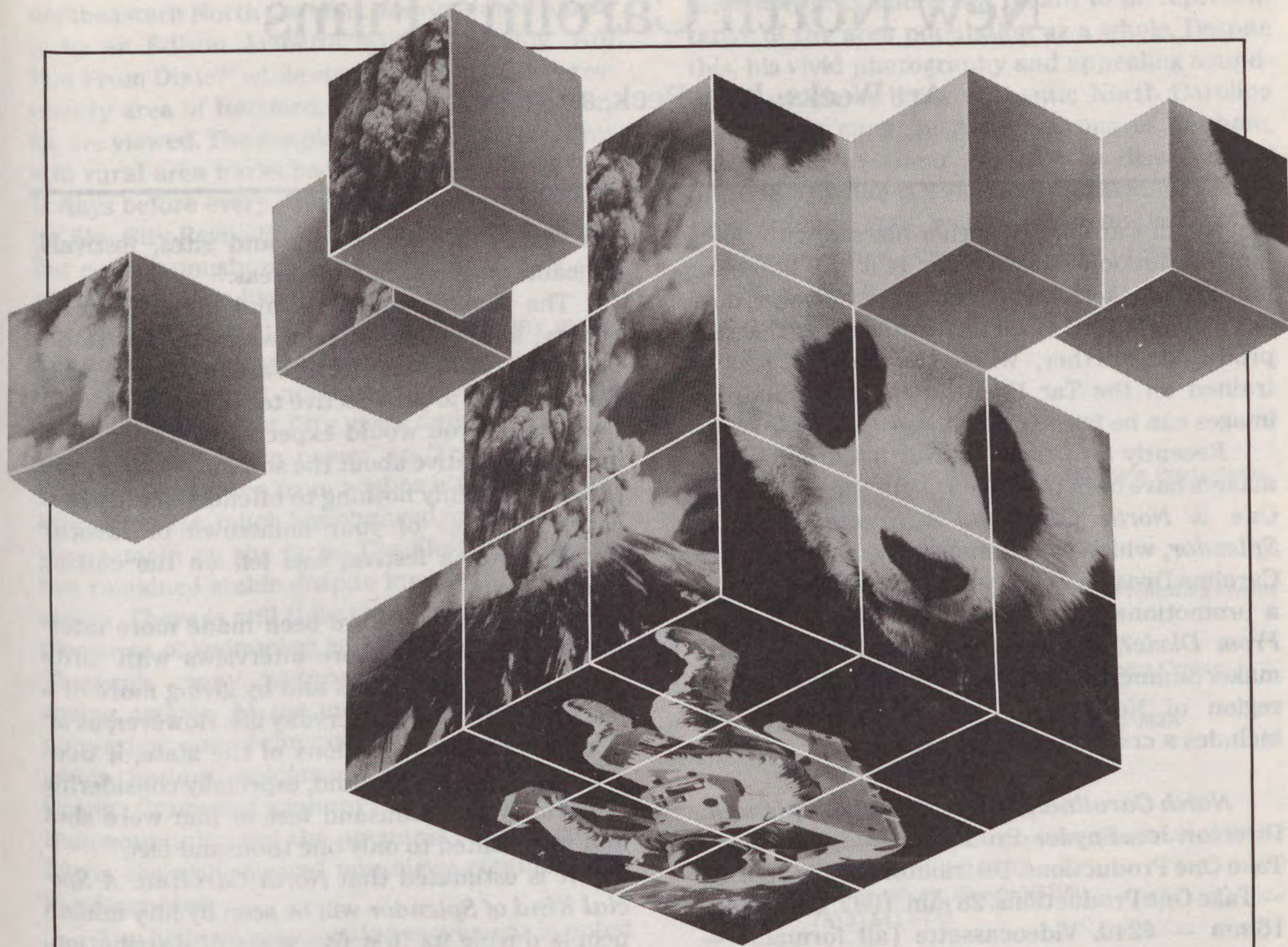
**Small College Special Collections Found
in the Survey or Published Sources**

- Atlantic Christian College — Disciples of Christ, North Carolina
Barber Scotia College — black studies
Belmont Abbey College — Benedictine Order, North Carolina, valuable books, autographed books
Bennett College — Afro-American women, Norris Wright Cuney (black statesman), Bennett College archives, art
Catawba College — Evangelical Reformed Church, North Carolina poetry, Catawba College history
Davidson — Woodrow Wilson, Peter Stuart Ney (French aristocrat), Robert Burns, Mecklenburg Declaration of Independence, Davidsoniana, rare books, Bruce Rogers (printer)
Gardner-Webb College — North Carolina Baptist history, Washburn Baptist Curriculum, Gardner-Webb College archives, Gardner and Webb families, Thomas Dixon (author)
Greensboro College — Napoleon, juvenile literature, music
Guilford College — Society of Friends (Quakers), Quaker leaders
High Point College — furniture, North Carolina, Methodist Church
John Wesley College — John Wesley
Johnson C. Smith University — black life and literature
Lenoir-Rhyne College — Lutheran theology, Lenoir-Rhyne College archives, Catawba County genealogy
Livingstone College — black studies, rare books, John Dancy (civil rights leader)
Mars Hill College — Appalachian rural life, Baptist history, Cherokee Indians, folk music, James Long (religious leader), Bascom Lamar Lunsford (folk song expert), Richard Barnhill (photographer)

- Meredith College — United States history, anthropology
Methodist College — Marquis de Lafayette, North Carolina
North Carolina School of the Arts — performing arts, music
North Carolina Wesleyan College — United Methodist Church, North Carolina, North Carolina Wesleyan archives
Pfeiffer College — United Methodist Church, North Carolina, Pfeiffer College archives
Queens College — Queens College archives, North Carolina, Charlottiana
Roanoke Bible College — deaf education
Sacred Heart College — Christian Reid (author)
St. Andrews College — rare books, Scottish history and literature, St. Andrews College
Salem College — Moravian Church, Salem Academy and College archives
Shaw University — Africa and Afro-Americans, North American Indians, Shaw University archives, oral history
Warren Wilson College — mountain music, Warren Wilsoniana, rare and unusual books
Wingate College — Wingatiana

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One filmstrip for grades K-4 \$29.95
- Building a Nation: The Story of Immigration**
Two filmstrips for grades 5-12 \$59.95
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Two filmstrips for grades 5-12 \$59.95
- The People's Republic of China**
Three filmstrips for grades 5-12 \$79.95

New North Carolina Films

Art Weeks, Judy Beck, and Don White

North Carolina is neither blessed with many film production facilities nor is it the home for many filmmakers. Lack of quantity, however, does not signify a lack of quality in the films that are produced. Further, when the camera lens is trained on the Tar Heel State, some wondrous images can be found on film.

Recently two films by North Carolina filmmakers have been produced about the home state. One is *North Carolina: A Special Kind of Splendor*, which was commissioned by the North Carolina Division of Travel and Tourism to serve as a promotional piece. The other film is *Are You From Dixie?*, a personal reminiscence of filmmaker Sumner Burgwyn's native Roanoke-Chowan region of North Carolina. The following text includes a critical review of each film.

North Carolina: A Special Kind of Splendor.

Director: Jere Snyder. Producer: Grady Jeffreys — Take One Productions. Distributor: Grady Jeffreys — Take One Productions. 28 min. 1982. Color. Sale: 16mm — \$240. Videocassette (all formats) — \$56.95. Free Rentals available.

North Carolina: A Special Kind of Splendor is a promotional film made for the North Carolina Division of Travel and Tourism. Appropriately, it was written and produced by a Raleigh company, Take One Productions, Limited, in association with Grady Jeffreys Associates, Inc. Two famous Tar Heel natives, Andy Griffith and TV journalist Charles Kuralt, make appearances in the film, and background music is performed by the North Carolina Symphony. The film is definitely a North Carolina product.

North Carolina: A Special Kind of Splendor takes the viewer across the state, from the coast, through the Piedmont region and to the mountains. The photography, the film's best feature, captures North Carolina's beautiful scenery, as

well as its historic towns and sites, festivals, pageants, and recreational areas.

The film is well-made and of professional quality, and it does what it was intended to do, namely, it promotes North Carolina as a variety vacationland to prospective tourists and conventioners. As you would expect, you will not find anything negative about the state in this film, and there is certainly nothing to offend you unless, of course, footage of your hometown or favorite North Carolina festival was left on the cutting room floor.

The film could have been made more interesting by including more interviews with "ordinary" North Carolinians and by giving more of a feel for the quality of everyday life. However, as an overview of the attractions of the state, it does cover quite a lot of ground, especially considering that thirty-five thousand feet of film were shot and were edited to only one thousand feet.

It is estimated that *North Carolina: A Special Kind of Splendor* will be seen by fifty million people during its first five years of distribution. Certainly the film is appropriate for a wide audience, from children in intermediate grades to senior citizens.

For in-state use, 16 mm prints of the film can be borrowed free of charge from the Media and Instructional Support Center of UNC-Chapel Hill. For use outside the state but within the eastern United States, prints can be borrowed from the Modern Talking Picture Service, also at no charge.

The Division of Travel and Tourism has a ten-minute version of the 16 mm film available for free loan, as well as video-tape and videocassette versions available for media usage.

Are You From Dixie? Director: Sumner Burgwyn. Executive producer: H.K. Burgwyn. Distributor: Sumner Burgwyn. 25 min. Color. Sale: \$400 (16 mm only).

From time to time, a film you are viewing for the first time will capture your complete attention with the opening credits, and you know that a winner is on the screen. Such a film is *Are You From Dixie?*, by North Carolina filmmaker

Art Weeks is the Film and Video Librarian at the Forsyth County Public Library, Winston-Salem. Judy Beck is the Audio-visual Librarian at the New Hanover County Public Library, Wilmington. Don White is the Film and Sound Librarian at the Public Library of Charlotte and Mecklenburg County.

Sumner Burgwyn. This loving tribute to Burgwyn's birthplace, the Roanoke-Chowan area of northeastern North Carolina, is introduced aurally by an Edison Amberol cylinder playing "Are You From Dixie?" while scenes of life in the three-county area of Hertford, Northampton, and Bertie are viewed. The simple, relaxed lifestyle of this still rural area harks back to the pre-World War II days before every small town in the South had its Sky City-Revco-Bilo shopping complex standing conspicuously on the outskirts, making one community seem like the next.

Agriculture is the basis of the economy in the Roanoke-Chowan areas, as it has always been. A farmer interviewed notes that he has tilled the same soil for almost fifty years and has seen the changes from "mule power" to "tractor power." With this transition from a labor intensive operation, of course, much has changed for the workers who remain on the farm. The lifestyle, however, has remained stable despite inroads of modernization. There is still time taken to enjoy the lazy pleasures of swimming and fishing the Roanoke-Chowan's many waterways when the warm spring arrives. At the end of a day of labor or recreation, one of the many rural country stores which endure welcomes you to enjoy a cold Orange Crush and a johnny cake. The closeness of the community and the openness to strangers is felt in the well-selected interviews conducted by the filmmaker.

The historic preservation movement is noted in scenes of several 18th century homes which are maintained in top condition by their owners. Of particular interest is Hope Plantation in Windsor, which the community is restoring to its original state. In addition, Clarence Parker's Country Store Museum has on display notions and hardware once available in the typical one-pump filling station.

Filmmaker Burgwyn states in the accompanying study guide that the film gives his personal remembrances and is not meant to be representative of the area population as a whole. Despite this, his vivid photography and appealing soundtrack, which includes authentic North Carolina rural blues sung by Arthur Lyons of Durham, make it an excellent record of a disappearing lifestyle. The film is a valuable addition for library programming and would make an interesting complement to a school or college unit on North Carolina. More importantly, after viewing the film, you will probably want to visit the Roanoke-Chowan area.

North Carolina: A Special Kind of Splendor

Purchase: Grady Jefferys Associates—Take One Productions
6400 Battlebridge Road
Raleigh, North Carolina 27610
(919) 772-2090

Rental: Free loans are available from the following resources.

(North Carolina only)
The Media and Instructional Support Center
University of North Carolina
R.B. House Undergraduate Library 063A
Chapel Hill, North Carolina 27514
(919) 962-2559

(Outside North Carolina)
Modern Talking Picture Service, Inc.
5000 Park Street, North
St. Petersburg, Florida 33709
(813) 541-5763

Are You From Dixie?

Purchase: Sumner Burgwyn
401 East Boulevard #1
Charlotte, North Carolina 28203

Rental: No rentals available.

Keeping Up

Ed Holley Receives 1983 Melvil Dewey Medal

Edward G. Holley, dean and professor of the School of Library Science, University of North Carolina at Chapel Hill, is the recipient of the 1983 Melvil Dewey Medal. The presentation took place at the Inaugural Banquet of the American Library Association's 102nd Annual Conference in Los Angeles.

The annual award, donated by Forest Press, Inc., has been given since 1953 "for recent creative professional achievement of a high order, particularly in those fields in which Melvil Dewey was actively interested: notably, library management, library training, cataloging and classification, and the tools and techniques of librarianship."

Dr. Holley has combined his professional skills and keen interest in history to be one of today's outstanding library historians. His principal publications include *Charles Evans, American Bibliographer*, for which he won the ALA Scarecrow Press Award for outstanding contribution to library literature in 1964; *Raking the Historic Coals: The ALA Scrapbook of 1876*; and, published this summer, *The Library Services and construction Act: An Historical Overview from the Viewpoint of Major Participants*. In his many articles, Dr. Holley has written on library history, the future of academic libraries, the new copyright law, accreditation, and library education.

A long-time member of the American Library Association, Dr. Holley was president of the Association from 1974 to 1975, has served on a number of committees, and has held several offices, including Executive Board member, chair of the Publications Board, national adviser to ALA-NEH Bicentennial Reading List, Legislation Committee chair, and editor of the Association of College and Research Libraries Publications in Librarianship. Dr. Holley is also on the Executive Board of Beta Phi Mu, is a consultant and panel member for the National Endowment for the Humanities, and is a Disciples of Christ Historical Society Trustee.

Prior to his position at the University of North Carolina at Chapel Hill, Dr. Holley was

director of libraries at the University of Houston and a librarian in the Education, Philosophy, and Psychology Library at the University of Illinois. In addition to his teaching, Dr. Holley has chaired the U.S. Office of Education Advisory Council on College Library Resources and has served as a consultant to the Ministry of Education, Japan, under the Japanese program of inviting prominent scholars and professionals, and to numerous academic libraries and state higher education and library agencies.

The Melvil Dewey Medal citation to Edward Holley reads:

Dr. Edward G. Holley's career in librarianship is most distinguished and marked by many achievements and contributions to his profession. It is fitting that he be the recipient of the 1983 Melvil Dewey Medal in recognition of his inspiring lifetime commitment to the education of librarians worldwide. This commitment is evidenced by his substantial contributions to the management and administration of academic and research libraries as Dean of the School of Library Science at the University of North Carolina since 1972 and as Director of Libraries at the University of Houston 1962-71; his distinguished service on numerous professional committees, boards, councils, and organizations; his prolific contributions to library literature, including his definitive biography *Charles Evans, American Bibliographer*; his creative leadership in state, national and international library organizations, including serving as President of the American Library Association in 1974-75; and his day-to-day practice of librarianship during a long career in which he has served unflinchingly to enhance a positive image of librarians and their profession. These accomplishments, by virtue of their wide scope and nature, clearly encompass those areas in which Melvin Dewey was so actively interested and involved.

ECU Appoints Katz

Dr. Ruth M. Katz has been appointed director of Library Services at East Carolina University. Dr. Katz has served as associate director since September 1980 and was recommended by a university search committee for appointment to succeed Dr. Eugene A. Brunelle. Brunelle resigned the administrative position last fall to resume teaching and research. Dr. Jo Ann Bell, director of ECU's Health Affairs library, served as acting director of library services while a nationwide search was conducted.

Announcing the appointment, which was approved by the University of North Carolina

Board of Governors, Dr. Angelo A. Volpe, vice chancellor for academic affairs, said "I am delighted that Dr. Katz will be assuming this position which is so important to the entire university. Dr. Katz brings a rich background and a wealth of experience to the position and this will redound to the benefit of the library as well as all of the academic programs of the university. I am looking forward to working with her and the faculty and staff of our fine library."

Dr. Katz, a native of New England, holds the Ph.D. in library science from Rutgers University (1975). At Rutgers, she served as assistant university librarian for academic personnel, systems, and special projects. She also received the M.L.S. from Rutgers and the A.B. degree in chemistry from Clark University.

She came to ECU in 1980 after six years at the University of Denver where she served as a senior research scientist with the Denver Research Institute. She also served as assistant professor and director of the Center for Communication and Information Research in the university's graduate school of librarianship. As a scholar and researcher, Dr. Katz has received national recognition for many contributions to librarianship through research, publications, and presentations. She serves on several university committees and is chairperson or co-chairperson of several committees within the North Carolina Library Association.

Healey Named Head of ASU Program

Dr. James S. Healey has been appointed chair of the Department of Library and Media Studies at Appalachian State University, it was announced by Benjamin Strickland, acting dean of the College of Learning and Human Development.

Healey, who assumed his duties on July 1, had been appointed director of the School of Library Science at the University of Oklahoma from 1975-1982. That school was refused accreditation by the American Library Association in 1976, and it fell to Healey to develop a program that could be accredited. The Oklahoma program was subsequently accredited by ALA in 1979. At the time of Healey's resignation, the Oklahoma program included a Sixth Year Certificate, specializations in biomedical and legal information resources, and a growing emphasis on the use of contemporary technology.

Prior to his Oklahoma position, Healey was on the faculty of the Graduate Library School at the University of Rhode Island, had been Chief of the Division of Library Extension Services at the Rhode Island State Library, and had been director of the public libraries in New Bedford and Stoneham, Massachusetts. Healey's degrees include a doctorate from Columbia (1973), an M.L.S. from Simmons (1958), and A.B. from Stonehill (1955). He has authored a long list of articles and a monograph dealing with the efforts of the late John E. Fogarty, Congressman from Rhode Island, to secure the federal programs that are so much a part of the contemporary library scene.

Theodore C. Hines

Theodore C. Hines, professor of the Department of Library Science/Educational Technology at the University of North Carolina at Greensboro, died on June 25, 1983, at the age of 56, following a long struggle with cancer.

Dr. Hines was born in Washington, D.C., and had worked in librarianship since 1947. He held numerous positions in the Washington, D.C., Public Library, including Children's Librarian, Chief of the School Division, and Chief of Extension Services. Holding a Ph.D. degree from Rutgers University, he taught library and information science at Rutgers University, UCLA, Columbia University, and UNC-G. In addition, he was a major information systems consultant for libraries, publishing firms, and others in the information industry. He published extensively in the field.

The Hines family has established a research trust fund at the University of North Carolina at Greensboro to provide support for continued research in micro-computer applications for libraries and other information agencies. Memorials may be sent to the Department of Library Science/Educational Technology Trust Fund, University of North Carolina at Greensboro, Greensboro, N.C. 27412, noting that the memorial is for T.C. Hines.

Keeping Up

Kozlowski to Head Charlotte/Mecklenburg

Ronald Kozlowski has been named Director of Libraries for the Public Library of Charlotte and Mecklenburg County. In making the announcement, Board Chairman Carla DuPuy said, "We are pleased that Mr. Kozlowski will be our new director both because of his fine national reputation as a library administrator and because we feel it is such a nice match between his skills and our potential. We know we will have a smooth transition because of the similarities between the two systems. And we know we will have a great future between the two systems. And we know we will have a great future because of all he has accomplished in his six years at Louisville as well as the dedicated staff he will be joining here."

Kozlowski, presently serving as the Director of the Louisville (Kentucky) Free Public Library, will join the library staff no later than November 1. Associate Director Judith Sutton will continue as acting director until that time. Kozlowski will head a sixteen-library system with a \$5.5 million budget and 175 employees. He holds a Master's degree in Library Science from Rosary College in River Forest, Illinois. A former English and journalism teacher, Kozlowski has served as director of the Louisville library since 1977. He has previously served as director of the West Florida Regional Library in Pensacola.

ALTA Honors Raymond Bryan, Sr., North Carolina Library Benefactor

The late Raymond Bryan, Sr., of Goldsboro, North Carolina, was honored by the American Library Trustee Association in a special citation in recognition of his \$300,000 gift to the town of Newton Grove to underwrite the entire cost of a new library building, site improvements, furnishings, and basic book collections. The citation was read at a gala dinner aboard the *Queen Mary*, during the American Library Association's 102d Annual Conference in Los Angeles.

Mr. Bryan and the Bryan Foundation gave stock and cash to provide library facilities and library services for the six hundred residents of Newton Grove and for the surrounding rural farming area. A bookmobile from the county library some twenty miles away had served the community until the new facility opened. Because of the high esteem held for Mr. Bryan, an industry in another county donated \$5000 for additional books for children and young people for the library. Mr. Bryan did not live to see the doors of the Bryan Memorial Library open. He died in October 1982 before the library was dedicated in December.

The American Library Trustee Association is the division of the American Library Association concerned with the work and role of trustees in libraries. Its members work for adequate funding, suitable legislation, competent personnel, and citizen support for libraries. Each year ALTA presents special citations to selected persons in recognition of their benefactions to public libraries.

Rowan Library Honors Friends

Rowan Public Library presented its first "Friend of the Year" awards at the April 28 meeting of the Friends of Rowan Public Library. Paul Smith was recognized for his contribution to public library service in Rowan County while serving as a county commissioner and state senator. Also honored was Fred Corriher, Jr., who was instrumental in the opening of the South Branch of the library system. An honor roll containing the names of both men has been placed in the library headquarters.



Nancy Perlman, of the Center for Women in Government, will speak on pay equity as part of the NCLA biennial conference. She is sponsored by the Roundtable on the Status of Women in Librarianship.

Lanier Speaks at South Carolina

East Carolina University Professor of Library Science, Dr. Gene D. Lanier was the featured speaker at the University of South Carolina annual Beta Phi Mu lecture, sponsored by the College of Library and Information Science and the USC Alumni Association. Beta Phi Mu, the national library science fraternity, held initiation ceremonies and presented the Wayne S. Yenawine Distinguished Student Award.

Dr. Lanier's paper was entitled "Living the First Amendment." He currently chairs the Intellectual Freedom Committee of the North Carolina Library Association and was recently appointed to the same committee in the Southeastern Library Association. A strong proponent of First Amendment rights, Dr. Lanier also serves on the Advisory Council of the North Carolina office of People for the American Way.

Health and Science Libraries Meeting

The Association of North Carolina Health and Science Libraries (ANCHASL) will meet on Friday, September 30, in the Searle Center of Duke University at Durham, North Carolina. The theme of the meeting is "Assessing the Needs of Library Users" and is open to all those interested in health science libraries. For registration information contact: Donna Flake, Health Sciences Library, East Carolina University, Greenville, N.C. 27834.

Women's Roundtable Sets NCLA Meeting

Nancy D. Perlman, founder and executive director of the Center for Women in Government, will speak on pay equity as part of the NCLA biennial conference. Her speech will take place on Thursday, October 27, at 9:00 a.m., and will be sponsored by the Roundtable on the Status of Women in Librarianship.

The Center for Women in Government in Albany, New York, acts as a catalyst for eliminating sex discrimination in the public sector through research, training, and networking. It is a unit of the Institute for Government and Policy Studies at Rockefeller College, State University of New York at Albany.

Throughout her career, Ms. Perlman's efforts have focused on equal employment opportunity for women, the issues facing public sector employees, and the provision of health care in the United States. Prior to founding the Center in January 1978, Ms. Perlman was the national director of the program development department of the American Federation of State, County, and

Municipal Employees (AFL-CIO). She has also worked for the National Urban Coalition, the Harvard University School of Public Health, and the City of Boston Model Cities Administration.

A graduate of Earlham College, Ms. Perlman holds a master's degree in public administration from the State University of New York at Albany. In 1981, she received the Chancellor's Award for Excellence in Professional Service, State University of New York, for her direction of the Center for Women in Government. In addition, in 1982 she received an Outstanding Women in the Capital District award from the YWCA. Ms. Perlman is a founding member of the Coalition of Labor Union Women as well as a member of the American Society for Public Administration and of Pi Alpha, the public administration honor society. A co-author in 1980 of the "Preliminary Memorandum on Pay Equity: Achieving Equal Pay for Work of Comparable Value," she is Chair of the National Committee on Pay Equity. Ms. Perlman is also the co-author of the Ford Foundation study, "Sex-Segregated Career Ladders in New York State Government Employment: A Structural Analysis of Inequality in Employment." She is the author of "The Worker's Perspective," published in the book *Paper Victories and Hard Realities: The Implementation of the Legal and Constitutional Rights of the Mentally Disabled*.

PLA Accepting Nominations for 1984 Allie Beth Martin Award

Nominations are now being accepted for the 1984 Allie Beth Martin Award, sponsored by the Public Library Association, a division of the American Library Association. The award of \$2000 and a citation are presented to a public librarian who, in a public library setting, has demonstrated an extraordinary range and depth of knowledge about books or other library materials and has exhibited a distinguished ability to share that knowledge.

The award is named in honor of the late Tulsa City-County library director, Allie Beth Martin, who died in 1976 while serving as president of the American Library Association.

Nomination forms may be obtained from Shirley Mills-Fischer, Executive Director, PLA, 50 E. Huron St., Chicago, Il. 60611. Nominations should be submitted to Arthur Curley, Chair, Award Committee, New York Public Library, 5th Avenue at 42nd St., New York, N.Y. 10018. The deadline for submitting nominations is December 1, 1983.



The Public Library Section program at the NCLA conference will feature National Public Radio's Bob Edwards.

Bob Edwards to Speak at NCLA

Bob Edwards, host of National Public Radio's daily two-hour news and information program MORNING EDITION, will be the featured speaker at the Public Library Section's program at the NCLA Conference, October 27, at 11:00 a.m. Edwards is well-known to NPR audiences as he was co-host of ALL THINGS CONSIDERED for five years before joining MORNING EDITION. He came to NPR in February 1974 and became co-host of the evening news magazine in the fall of 1974.

Edwards was born in 1947 in Louisville, Kentucky, and is a graduate of the University of Louisville. Drafted in 1969, he produced documentaries and served as a correspondent in Korea for the Armed Forces Radio and Television Service, the military's international broadcast network. After his stint in the Army, Edwards moved to Washington, D.C., where he earned a Master's degree in broadcast journalism from American University and worked part-time as a weekend and evening anchorman for WTOP-AM, the all-news CBS affiliate.

In addition to anchoring the morning news program, Edwards also writes and produces documentaries. His work includes documentaries on Appalachia and broadcaster Edward R. Murrow for NPR, and he recently hosted a ten-part series on the 1981 Spoleto Festival for PBS. He is working on a seven-part television series on Appalachia. Edwards and his wife Sharon live in Arlington, Virginia, with their children Brean and Susannah and a dog named Trouble.

Betts to Speak at Junior College Section Meeting

Doris Betts, renowned author, teacher, and lecturer, will be the featured speaker at the Junior College Section meeting at 11:15 a.m., Friday, October 28, during the NCLA Convention. Doris Betts is the Alumni Distinguished Professor of English at UNC-Chapel Hill and is the author of numerous books, stories, and poems. Her most recent book, *Heading West*, has a librarian as its main character. Nancy Finch, who works in a small public library in North Carolina, is kidnapped during a vacation trip and is taken west by a man whose "intentions remain an enigma to her."

Previous books include *The River to Pickle Beach* and *The Beasts of the Southern Wild*. Her shorter writings have appeared in many national and regional magazines; some have been reprinted in foreign countries. Awards for her writ-



North Carolina author Doris Betts is scheduled as the featured speaker at the Junior College Section meeting at the NCLA biennial conference.

ing include a Guggenheim Fellowship and three Sir Walter Raleigh awards for fiction. Mrs. Betts is active in the literary world and in public service.

She has served in various professional capacities including serving as chair of the School Library and Children's Services Section of the Southeastern Library Association and on the Council of the American Library Association. She chaired the Affiliate Assembly of the American Association of School Librarians and served on the Newbery Award Committee.

Librarians, teachers, professors, and parents would be interested in this presentation. The spring lecture will be announced at a later date.

ARLIS/SE Conference in Charlotte

"Library Support for the Arts" will be the theme of the ninth annual conference of the Southeastern Chapter of the Art Libraries Society of North America. It will be held in Charlotte during the weekend of November 4-6, 1983. Speakers from various types of libraries and the community will address community demands and library services rendered.

All persons interested in art librarianship (public, museum, or academic) are invited to attend. For more information, contact the vice-chairman of ARLIS/SE, Jill Sloop, Cataloging Unit, J. Murrey Atkins Library — UNCC, UNCC Station, Charlotte, N.C. 28223.

Workshop on Library Management Held

Over 159 librarians and media personnel representing public, school, and academic libraries met in the Willis Building on the East Carolina University campus on Tuesday, June 21, 1983, to attend the seventh annual summer workshop sponsored by the ECU Library Science Professional Society. Coordinated this year by Emily S. Boyce, chairman of the Department of Library Science, the all-day session was concerned with "Managing Effectively in the Library Environment."

The keynote speaker for the morning session was Dr. Frank Turner, professor in the School of Library Science, Texas Woman's University, Denton, Texas. Director of library services Dr. Ruth Katz moderated a panel following the speech. Participating were Elsie Brumback, assistant state superintendent, Educational Media & Technology Services Area, N. C. State Department of Instruction; Robert Burgin, associate director of the Forsyth County Public Library in Winston-Salem; and Dr. Shirley Jones, dean of the Learning

Resources Center at Wayne Community College in Goldsboro.

Following a luncheon, the participants attended group sessions with the panelists based on their library of interest. Special guests during the sessions were Dr. Angelo Volpe, vice-chancellor for Academic Affairs at ECU and Mertys Bell, president of the North Carolina Library Association. The workshop was partially funded by the Library Services and Construction Act, Title III, administered by the Division of the State Library, North Carolina Department of Cultural Resources.

Pitt Community College Hosts Meeting

Pitt Community College, Learning Resources Center, hosted the District II, North Carolina Community College Learning Resources Association meeting on July 12. The sixty participants represented ten community colleges in the surrounding area and East Carolina University's Department of Library Science.

Dr. Nolan Tomboulion, of Carteret Technical College, demonstrated the utilization of the small computer for learning resources centers. Ms. Janet Gaino, of Diversified Media, presented a demonstration of computer graphics.

Emily S. Boyce, director of District II, coordinated the program. Dr. Barbara Clark, Learning Resources director, also participated in the program. Special guests included Dr. Ruth Katz, director, Joyner Library (ECU); Dr. Jo Ann Bell, director, Health Sciences Library (ECU); and Willie Nelms, director of Sheppard Memorial Library, Greenville.

East Carolina University Library Science Lecture Series

A recognized expert in reading guidance will be the featured speaker this fall for the ECU Library Science Lecture Series. The session will be Tuesday, November 15, 1983, at 7:00 p.m., in the Willis Building. Media specialist and librarian Pat R. Scales of Greenville, South Carolina, will discuss the roles of librarians and parents in bringing together books and readers.

Ms. Scales has spoken and led workshops in this area across the country. She holds degrees from the University of Montevallo and George Peabody College with additional study at the University of Toledo and the University of Georgia. She serves as librarian at Greenville Middle School and is an adjunct instructor at Furman University.

Keeping Up

Children's Book Week

Explore Your World: Read is the theme for the 1983 statewide Children's Book Week program. A Children's Book Week workshop at the State Library featured Margaret Bush, reviewer for *Appraisal*, *Children's Catalog* and the *Elementary School Library Collection*, and Lois Winkel, editor of the *Elementary School Library Collection*. An idea notebook and T-shirt silk screen were distributed to requesting libraries at the workshop.

Marion Johnson in News Flash

State Aid to Public Libraries Increases

The North Carolina State Legislature has increased the appropriation for State Aid to Public Libraries by \$3 million for each year of the coming biennium. This increase will result in a total annual appropriation of \$7.8 million for the state's public libraries. The narrative supporting the appropriation states that the increase will allow for "implementation of a new and more equitable formula for distributing State Aid to Public Libraries funds." The new formula will especially benefit the less affluent rural areas of the state.

The formula provides for one-half of the total appropriation to be used for block grants to eligible county and regional libraries. (Municipal libraries will not be eligible for block grants.) The other half will be allocated on a weighted per capita basis, inversely proportional to per capita income. Implementation of the formula will result in substantial increases in funding for most eligible library systems. However, four municipal libraries (Chapel Hill, Hickory, High Point, and Southern Pines) will experience reductions in state funding, largely attributable to the fact that they are not eligible for block grants.

Considering the state of the economy and the resulting austere budget, the 63 percent increase in state aid must be viewed as a major victory for a two-year campaign led by the chairman of the State House and Senate Appropriations Committees, the Public Library Directors Association, and the Friends of North Carolina Public Libraries in cooperation with its fifty-seven affiliate local Friends organizations.

Public Library Construction

Governor Jim Hunt delivered the principal address at the dedication of the **J.C. Holliday Memorial Library** in Clinton in April. Built at a cost of \$530,000, the ninety-six hundred square-

foot building has a capacity of forty thousand volumes and includes a meeting room. The J.C. Holliday Library fund was begun by the late Jessie Bell Holliday in memory of her husband. About \$166,000 from the fund was used in the project.

The Selma Friends of the Library and Library Board of Trustees sponsored a dedication and open house in June for the new **Selma Public Library**. The energy-efficient, three thousand square-foot building is built on a site donated by Elizabeth Temple of Goldsboro, who gave the property in memory of her parents. The Selma Public Library was housed in the Selma Woman's Club Building for the past forty-five years. Community leaders and volunteers worked for over a decade to raise funds for construction of the new building.

The newly renovated administrative offices of the **Rockingham County Public Library** were officially dedicated in a ceremony in Eden in May. State Senator Conrad Duncan and County Chairman Watson Rakestraw cut the ribbon to open the building, which will provide space for the library director, technical services, outreach and support staff. The original 2,984 square-foot facility was expanded by 1,426 square feet.

Dedication of **New Hanover County Public Library's** College Square branch was observed in April. The new branch, which is located in the College Square Shopping Center on the east side of Wilmington, occupies the site of a former audio shop. Renovation work was done by county workmen and included the installation of a drive-up bookdrop. Branch capacity is about ten thousand volumes.

The Pinetops Branch of **Edgecombe County Memorial Library** held an open house in April. The Pinetops Lioness Club added to the festivities by presenting Branch Librarian Susan Webb a check for \$1,000 to be used for operating the library.

Albemarle Regional's Colerain Community Library held an open house and book fair in April. The library is now housed in its own building, which formerly served as a doctor's office. A \$3,000 grant from the Z. Smith Reynolds Foundation paid most of the cost of moving the building to its new location on Winton Street. Fashion shows, bake sales and bazaars, chicken and fish suppers and other efforts brought in more than \$13,000, which was used to refurnish the building.

Marion Johnson in News Flash

Humanities Committee Awards Grants to Six Libraries

At its June meeting in Edenton, the NC

Humanities Committee awarded nearly \$20,000 in matching grants to six libraries in North Carolina to support public humanities programs. These grants were among eighteen projects funded throughout the state for a total of \$72,321.

The largest grant was made to the Forsyth County Public Library to support a program entitled "Entering 1984," a series of lectures and discussions designed to consider contemporary values and issues as they relate to the vision of the future in George Orwell's 1949 novel. Grants were made to other libraries as follows:

\$2,759 to the Bess T. Sprinkle Library in Weaverville for a program on changes in community values and institutions;

\$1,805 to the Cumberland County Public Library and Cumberland Friends for a program on the Enlightenment of the eighteenth century;

\$1,630 to the Friends of Haywood County Public Library for a series of programs on the poetry, prose, and folklore of the mountains;

\$3,822 to the Kinston-Lenoir County Library for a historical survey of American music in a rural town;

\$1,334 to the Stanford L. Warren Library and Southeastern Black Press Institute for a program on the meaning and significance of Hayti, formerly the heart of black commercial and residential life in Durham.

The North Carolina Humanities Committee is composed of twenty-four citizens and humanist scholars representing communities from across the state. The committee meets three times a year to consider requests for funding to support humanities programs aimed at adult audiences. Programs should reflect a strong humanities content and employ representatives of appropriate humanities disciplines.

Proposals to the Committee may be submitted by October 1, February 1, and June 1. For further information contact the North Carolina Humanities Committee, 112 Foust Building, UNC-Greensboro, Greensboro, N.C. 27412.

Marion Johnson in News Flash

Archival Training at North Carolina State University

Graduate students in history at North Carolina State University have unusual opportunities for archival training in the Department of History's Master of Arts program. Since the late 1960s, North Carolina State has offered archival training in conjunction with the North Carolina Division of Archives and History. Drawing upon the expertise of Archives and History personnel, the graduate students have gained state-of-the-art training in the technical aspects of the archival profession. Within the last year, the department has broadened its course offerings and has added to its faculty a specialist in archives management, Professor John David Smith.

State's program emphasizes studies that link archives management with a solid grounding in history. A typical archive management program might include an introductory seminar in applied history, a two-semester sequence in archival theory and practice, a class in historical editing, and a course in iconographic materials with an accompanying conservation laboratory. The remaining course hours include six hours of graduate seminar plus electives drawn from the department's graduate offerings in American and European history.

This course work provides students with the technical skills requisite for the workaday world of the archivist as well as the historical and analytical framework necessary for the practicing historian. Unique in the southeastern region, the program will train historians prepared to assume management roles in a broad range of archival settings: college and university archives, corporate and federal records centers, state and local archives, and historical societies and agencies.

Librarians wishing to upgrade their skills will find the archival training most attractive. Because the courses are held in the evenings, students can continue to pursue full-time employment. Part-time students might, for example, enroll in the two-semester archives sequence taught by state archivist David Olson. Anyone interested in the program should address inquiries to the Director of Graduate Studies, Department of History, N. C. State University, Raleigh, N. C. 27650.

New North Carolina Books

Alice R. Cotten, Compiler

Charles W. Eagles. *Jonathan Daniels and Race Relations: The Evolution of a Southern Liberal*. Knoxville: University of Tennessee Press, 1982. 254 pp. \$24.50 cloth, \$11.95 paper.

On May 18, 1954, the day after the Supreme Court's ruling in *Brown v. Board of Education*, Jonathan Daniels wrote in the *News and Observer*, "Quite simply, the decision involves the most explosive subject on the face of the South or the face of the earth." The subject, of course, was school desegregation. Daniels counseled the need for eventual compliance but, at the same time, put forward a plan for "free choice schools" which amounted to a form of voluntary segregation. His reaction to the court's decision, progressive but cautious, typified his approach to race relations. Although mindful of the need for change, Daniels was eager to avoid confrontation in the process. In this respect, he was typical of southern racial liberals, a group criticized by Martin Luther King, Jr., in 1963 for placing social order above social justice.

Charles W. Eagles, in his first book, has traced the evolution of Jonathan Daniels's opinions about race. Eagles's choice of subject was an apt one for such an examination, providing, as he put it, a "unique opportunity to analyze a white southern liberal's changing racial views as the race question drew increasing attention in the South and the nation." Daniels wrote daily editorials, a surprising number of them about race, in a career that spanned from the New Deal to the civil rights movement of the 1960s. Other southern editors, such as Ralph McGill in Atlanta and Virginius Dabney in Richmond, also often wrote about race but not for such an extended period. In addition, Daniels was given free rein at the family-owned *News and Observer*, a privilege not enjoyed by McGill and Dabney.

Josephus Daniels, Jonathan's father, had set a precedent for activism on racial matters. The elder Daniels had taken part in the turn-of-the-century move to take the vote away from blacks, a role which he later somewhat regretted. The younger Daniels, born in 1902 and educated at the University of North Carolina, became editor of the Raleigh

newspaper in 1933 when his father was appointed ambassador to Mexico. He immediately established a new editorial policy regarding blacks, one emphasizing economic progress and education. He sought to avoid rigid solutions, preferring instead reason and compromise.

Nevertheless Daniels believed there were limits on the advances blacks could make. He continued to approve of segregation in the 1930s and thought that blacks should not serve on juries and, in most cases, should not vote. Daniels was disgusted by lynchings but refused to endorse federal legislation against southern mob violence. In his published as well as private writings, he occasionally used racial epithets. By the 1940s, however, an increased openness characterized his views, indicating, according to Eagles, a basic shift from opinions based on paternalism to an emphasis on treatment of blacks as equals.

Four years in Washington in service to the Roosevelt administration exposed Jonathan Daniels to the race situation nationally. Increasingly, over the next two decades, he was looked to as a spokesman for southern liberals on racial matters, regularly contributing to national publications and speaking to gatherings across the country. Eventually court decisions and legislation outstripped his own calls for racial progress. Yet his role, characterized by Eagles as that of a "prudent rebel," was recognized as important by other southern editors, by many blacks, and by civil rights activists more radical than himself. In 1964 Daniels began what was a gradual retirement from the *News and Observer*. He died at Hilton Head Island, South Carolina, on November 6, 1981.

Eagles based his work on Daniels's published writings, personal papers, and a personal interview. A bibliographical essay and index are appended. Though largely descriptive in his account, Eagles was not uncritical of the opinions put forward by Daniels. For example, he wrote that the voluntary segregation proposed by the Raleigh editor in response to the Supreme Court ruling in 1954 was "timid, evasive,....hypocritical," albeit typical of him. The book is a valuable contribution to the growing historical literature on the

civil rights movement. In addition, it is an important biographical account of an influential North Carolinian. Originally prepared as a dissertation, the book is clearly written and organized, more typical of the journalist than the academician. It will be of interest to a wide audience, especially to anyone in eastern North Carolina who currently reads the *News and Observer* or who regularly read Jonathan Daniels's editorials and observed firsthand the evolution of his thoughts on race relations.

Michael Hill, North Carolina Division of Archives and History

Elizabeth Reid Murray. *Wake, Capital County of North Carolina, Volume I, Prehistory Through Centennial*. Raleigh: Capital County Publishing Company, 1983. 802 pp. \$25.00 plus \$2.60 tax and postage. (P.O. Box 26064, Raleigh, NC 27611)

Thousands of persons have ascended to the top of our State House, to get a view of the City below, which is a beautiful sight. Every stranger who comes to the City, "goes up," in order "to see what he can see;" and, not unfrequently, we have been amused at the odd expressions which are made by some who have never seen "the like." A few days ago, a gentleman from the backwoods, ascended to the top, and took a peep over the precipice, and immediately threw himself back on the house, exclaiming that it was so far down, that it drew his toe nail off, and, had he not fallen back, would have drawn his neck out of his shoulders.

This account of one man's visit to the new state Capitol, appearing in the Raleigh newspaper *The Rasp* for September 10, 1842, is typical of many such incidents gleaned from Raleigh papers published between 1799 and 1871, with which Elizabeth Reid Murray illustrates her long-awaited history of Wake County. Although neither a native of Wake County nor a historian by profession, Mrs. Murray, a graduate of Meredith College, has long been a student of Wake history. She has taught Wake County history courses for Wake Technical College, Wake Community Schools, and the North Carolina Museum of History Associates, and her previous publication, *From Raleigh's Past*, received a Certificate of Commendation from the American Association for State and Local History.

Mrs. Murray's research has produced a comprehensive county history that discusses politics, religion, education, medicine, race relations, commerce, the arts, society, and attitudes in general as well as a host of other topics from the time of the county's establishment in 1771 until its centennial year. In addition to her thorough reading of Raleigh newspapers, Mrs. Murray has meticulously

combed all surviving county records and compiled an impressive bibliography of published and primary resources pertaining to the county and its residents.

Despite the great amount of material that the author has included in her text, the book is not a mere compendium of facts and figures. Mrs. Murray has arranged her topics chronologically, covering the county's prehistory in an introduction, moving to the eighteenth century, then treating the first thirty years of the nineteenth century before discussing "The Optimistic Years Before the Civil War." The Civil War years receive a detailed examination, in terms of both social and military conditions, and the book concludes with the first years of Reconstruction, to 1871. Whenever possible, Mrs. Murray allows Wake County residents to describe conditions and events in their own words through frequent and generous quotations from newspapers and private accounts. Typical of Mrs. Murray's method of portraying history in terms of individual experiences is her discussion of the legal and social difficulties facing widows in the antebellum period. She cites the cases of three Wake County widows: the impoverished and illiterate Mary Johnson, mother of future president Andrew Johnson; Mrs. John Haywood, accustomed to wealth and status but finding herself in debt for \$70,000 because of her husband's embezzlement of state funds; and Nancy Valentine, a free black woman whose three young daughters were kidnapped by slave traders.

With Raleigh, as the state capital, playing so prominent a role in North Carolina history, Mrs. Murray's book is a necessary addition to any library's local and state history collection. The Civil War buff will be particularly interested in the detailed discussion of the Civil War years, and those interested in urban history will be fascinated by Raleigh's development from a planned town growing out of the forest in the eighteenth century to a small city in the 1870s. The book will provide a wealth of material for the genealogist, for Mrs. Murray has brought to light the names of many ordinary citizens of the county who normally would leave no mention of themselves in print.

Mrs. Murray writes in a clear and brisk manner, with generous use of subtitles to guide the reader through the volume. The book is lavishly illustrated with contemporary documents, newspaper ads, drawings, engravings, old photographs, and many photographs taken by Mrs. Murray and her son, James W. Reid, Jr. The book features a comprehensive index and six appendixes of county statistics and officeholders. Mrs. Murray

New North Carolina Books

graciously dedicates her book to the 425 individuals who helped her with her research.

Marshall Bullock, University of North Carolina at Chapel Hill

Belinda Hurmence. *A Girl Called Boy*. New York: Clarion Books, 1982. 168 pp. \$9.95.

Blanche Overtha Yancey (nicknamed "Boy" because of her initials) is a young modern black girl living in North Carolina. She is often embarrassed by her father's referring to their slave ancestors. One day while her family is on a picnic in the North Carolina mountains, the subject turns to the family ancestors. Boy announces that she thinks slaves must have been very stupid because otherwise they would have escaped. When her father displays a conjure stone that has been passed from one generation to another, Boy sneers at the idea of its having magic powers. Taking the stone with her, she goes off into the woods to be alone. When she says to the stone, "Take me over the water," she suddenly is transported back to pre-Civil War North Carolina where she is mistakenly thought to be a runaway slave. The slaves hide her and do their best for her. She quickly comes to realize just what their lives consist of. She lives with them for months, but when she manages to return to the twentieth century, only a few minutes have passed since she left. She is now considerably more mature in her outlook and tells her father that she is beginning to understand the importance of their ancestors and especially of the conjure stone.

Hurmence has employed the device of time travel in describing slavery and the prevailing conditions in early nineteenth-century North Carolina. The story is believably told and the historical background is vividly portrayed. By using a modern adolescent's point of view, Hurmence is able to make the story interesting and realistic to young readers. The book should be purchased by middle schools, junior high schools, and public libraries.

Diane Kessler, Durham County Schools

Linda Baker Huffman. *Catawba Journey*. Illustrated by Barry Gurley Huffman. Dallas, Texas: Taylor Publishing Company, 1982. 54 pp. \$20.00. (Order from the Catawba County Historical Association, P.O. Box 73, Newton, NC 28658)

Written specifically for children and young adults as a history of Catawba County, *Catawba Journey* conveys considerable information in rela-

tively few pages. Drawing on an extensive bibliography and her own love of history, the author traces the history of the county, in detail, from Indian days through World War I.

The historical material is presented through the fictional device of conversations that four cousins have with their great-grandfather over a span of seasons. Unfortunately there is not enough character development to make the reader identify with the cousins, but this device does soften the heavy dose of historical themes and details, making it more appealing to the young reader. The introductory material that establishes the season and setting of each chapter is nicely handled. Sensory images are especially distinct. When the author moves from the introductory element to the great-grandfather's telling of the county history, the style becomes somewhat stilted and artificial.

The color illustrations by Barry Gurley Huffman are full-page and integral to the book. Mrs. Huffman is a self-taught artist whose Grandma Moses style is charmingly suited to this volume intended for young people of about junior high level. Each illustration bears a caption relating it to an event covered in the text. Eight of the illustrations appeared in the August/September 1982 issue of *American Heritage*. Both author and illustrator are homemakers whose participation in the Catawba County Historical Association was the inspiration for the book.

The oversized volume (12" x 9") contains a table of contents, five appendixes, a long bibliography, and an index which, though detailed, could be used easily by a child. The physical appearance of the book will appeal to its intended audience: the color illustration on the cover is very effective, and overall design is excellent.

Catawba Journey is generally successful in providing young readers with an interesting, historical overview of Catawba County. Incomplete characterizations and episodes of stilted prose and dialogue are its major weaknesses. Throughout the book, a strong feeling for family and community is fostered, and the elderly great-grandparents are treated with loving respect. For public and school libraries in northwestern North Carolina, this is an essential purchase. Other public and school libraries and libraries with a special interest in North Carolina history should seriously consider it.

Andrea P. Brown, St. Mary's College

Henry Savage. *The Mysterious Carolina Bays*. Columbia, S.C.: University of South Carolina Press, 1982. 121 pp. \$14.95.

Carolina bays, a unique topographical phenomenon, are shallow depressions in the Atlantic coastal plain, frequently oval or elliptical in shape, which are rich in humus and contain vegetation different from that of the surrounding area. They range in size from a few hundred feet in length to several miles, extending from southern New Jersey to northeast Florida. Although there are estimated to be some 500,000 of these bays in the southeastern United States, the greatest concentration of which are in the Carolinas, they are seldom noticed from the ground.

Henry Savage was born in Camden, South Carolina, where he practiced law and served as mayor. He first became aware of the Carolina bays when, in 1933, while flying from Raleigh to Florence, South Carolina, he caught his first glimpse of the "beautiful and exciting patterns of oriented ellipses rolling out on the surface beneath us." This marked the beginning of his fascination with the bays and the theories about their origin, which he hopes, through this book, to share with others. He has written extensively about American and South Carolina history and natural history. Among his earlier books are *River of the Carolinas: The Santee* and *Seeds of Time: the Background of Southern Thinking*.

The author begins by describing the physical, chemical and biotic characteristics of the Carolina bays, devoting the first five chapters to a very thorough and well documented summary of the bay literature from the early eighteenth century to the present. In great detail, he unfolds the development of scientific thought about the origins of the bays, explaining the various theories for their existence. Many scientists attribute the existence of the bays to terrestrial forces such as wind excavation, water-wave erosion, or the gradual effects of soil solution. Others believe that the mysterious bay phenomenon was the result of a meteoric collision, the theory to which Savage subscribes.

In chapter 6, Savage sifts through all the various theories, weighs the evidence, and suggests "the research still needed to establish with scientific certainty the answer to the long-standing controversy." In the epilogue, "A Day Like No Other", he presents the case for meteoric collision, giving his personal version of how the bays must have originated.

The Mysterious Carolina Bays includes a section of footnotes and an exhaustive bibliography

which the author believes will prove to be the major scientific contribution of his work. It includes abundant black and white aerial photos of the bays, as well as three color plates and numerous illustrations. The book has a number of errors, such as incorrectly labeled figures, typographical errors, and incomplete bibliographical citations, most of which could have been eliminated through more careful editing.

This book will be a valuable addition to academic and public library collections, particularly in light of the recent interest in preserving the Carolina bays because of their biological diversity. It is a fascinating account, thoroughly researched, and written for both the general reader and the scientist.

Miriam L. Sheaves, University of North Carolina at Chapel Hill

Robert J. Rusnak. *Walter Hines Page and "The World's Work": 1900-1913*. Washington, D.C.: University Press of America, 1982. 141 pp. \$19.00 cloth, \$8.25 paper. (P.O. Box 19101, Washington, D.C. 20036)

Walter Hines Page's short-lived, posthumous acclaim can be attributed to his work promoting Anglo-American cooperation while he was Ambassador to Great Britain between 1913 and 1918. However, his most lasting contributions to American life lay in his reform efforts as a journalist, editor, and publisher.

Page, a Cary native, lived the greater part of his life north of the Mason-Dixon line. In a sense, he was an ambassador from the South to the North: he interpreted the South to readers of *Forum* and *Atlantic Monthly*, both of which he edited in the 1890s, and to readers of *The World's Work*, which he founded and edited from 1900 to 1913. The book under review surveys many of the issues that filled the pages of *The World's Work*: from the virtues of agriculture and rural living to the necessity of southern education (particularly vocational education for blacks); from the need for laborers in industry (and the dilemma of what to do with "racially inferior" immigrant hordes) to the cities and their slums; from Negro improvement to expositions like the 1904 St. Louis exposition; from Progressivism to the rise of Socialism.

Walter Hines Page and "The World's Work": 1900-1913, by Robert Rusnak, Associate Professor of History at Rosary College, outside Chicago, is an attempt to analyze the editorial content and policies of *The World's Work*. Following a short biographical sketch of Walter Page, the author shows how Page joined efforts with Frank Doubleday to

form Doubleday, Page & Company in 1899. *The World's Work* began publication shortly thereafter as a magazine venture of the publishing house. Virtually every public issue of the early twentieth century was addressed in *The World's Work*.

The major problem with *Walter Hines Page and "The World's Work": 1900-1913* is its poverty of style. The pages of this book are littered with misspellings, awkward and wordy phrasings, superfluous commas, redundancies, and so forth. Additionally, the book's structure is difficult to discern. It appears that the book was distilled from Rusnak's 1973 Ph.D. thesis with the same title. The book under review, Rusnak's first, consists of 109 narrative pages, thirty-five pages of footnotes, a seven-page unannotated bibliography, no index, and no illustrations.

The sources used by the author show a heavy reliance on the periodical literature of the early 1900s, though some manuscripts are cited. The author is obviously quite familiar with *The World's Work* itself. Only a few brief references are made to John M. Cooper's 1977 biography, *Walter Hines Page: The Southerner as American: 1855-1918*, and to Ross Gregory's *Walter Hines Page: Ambassador to the Court of St. James* (1970). These two books are interesting, readable, and scholarly and would be useful additions to any North Carolina section of a public or academic library. A library wanting Robert Rusnak's interpretation of Walter Hines Page would be better off adding a copy of his dissertation. The book itself should never have come off the press.

Skip Auld, Public Library of Charlotte and Mecklenburg County

Eva J. Salber. *Don't Send Me Flowers When I'm Dead; Voices of Rural Elderly*. Durham, North Carolina: Duke University Press, 1983. 147 pp. \$25 cloth, \$12.50 paper.

"Don't send me flowers when I'm dead. I want them now." This blunt statement is characteristic of a remarkable collection of interviews with forty-five black and white elderly residents in rural North Carolina by Dr. Eva J. Salber, Professor Emeritus of Community and Family Medicine at the Duke University Medical Center. While conducting a six-year health study of two small communities in North Carolina, Salber experienced a sense of outrage at the living conditions of the elderly residents and public ignorance and unconcern at their plight. She recorded her interviews with them to dramatize, in their own words, the privations of their daily lives. The result is a unique

insight into "their present lives, their remembrances of things past, their anticipations and fear for the future."

These skillfully edited narratives vividly reveal inherent dignity, pride, and determination to remain independent while coping with poverty, inadequate housing, staggering medical costs, and loneliness. What emerges is a remarkable self-reliance based upon the traditions of hard work, close family relationships, and a sense of community. The narratives reveal lives of poverty, back-breaking farm labor from an early age, large families, disease, and frequent tragedy; but they also show how these traditions, which are rapidly disappearing in our urban technological society, have been preserved in rural areas to give meaning to life.

The overriding fear of the rural elderly is not of growing old, but of becoming ill and losing their independence through moving into a nursing home, dreaded for its neglect, abandonment, and the symbolic breakdown of familial responsibilities. Although the narratives reflect an appreciation of the past and bewilderment at modern society, absent from virtually all of the narratives is any nostalgic glorification of the past. The elderly feel the pressure of changing values, family patterns, and mores. Most are remarkably uncomplaining, emphasizing the positive in their lives. Aging, sickness, and death are viewed as inevitable facts of life to be faced with as much grace and dignity as possible.

As is frequently the case in oral accounts such as these, there is some repetition, but it serves to focus the reader's attention on the problems of the rural elderly in their daily lives and on how they cope with adversity. One problem is the uneven nature of the narratives; some meander hopelessly from the subject, while others provide effective insight into the vicissitudes of their daily existence, such as being at the mercy of medical costs and an impersonal bureaucracy.

Salber provides explanatory editorial notes prior to each narrative, socio-economic background data to enhance the reader's understanding of the lives presented, and photographs of some of the narrators and their physical surroundings. One wishes that her otherwise excellent preface on methodology had dwelt upon such points as how representative of the rural elderly the respondents are and whether she sought to present a cross section of the communities or only those she happened to interview. In presenting the oral accounts, she has divided them into the facets of life most important to the rural elderly: attitudes toward the past, their independence, work

and poverty, community and family relationships, loneliness, and illness.

Pride and dignity are the two characteristics that are most vividly revealed in these compelling narratives: they are proud of having survived to old age, of persevering through difficult times, and of having worked hard for a lifetime. Dogged determination and inner strength come through clearly in these words. There is pride, too, in their resourcefulness in coping with poverty and taking care of themselves. Many decry federal assistance as either contrary to independence or as government interference; those that accept it do so reluctantly as a necessary reality of their lives.

Despite the privations and infirmities of their lives, their narratives are a celebration of age and of survival, without ignoring the realities of the problems encountered as a neglected segment of society. Salber intended that these narratives serve as an act of conscience to stimulate public concern and action to "ease their hardships, fight with them to preserve their independence (and) enable them to maintain their dignity when facing death." Through these poignant, articulate stories, she has effectively accomplished this goal by presenting their lives in intimate and personal terms. This book would make a useful addition to academic, public, and high school library collections.

Eugene E. Pfaff, Jr., Greensboro Public Library

Mary E. Mebane. *Mary, Wayfarer*. New York: Viking Press, 1983. 230 pp. \$15.75.

The line, "life for me ain't been no crystal stair," from Langston Hughes's poem, "From Mother to Son," has been given new interpretation by *Mary*, part one of Mary Mebane's autobiography. In *Mary*, published two years ago, Mebane described her early years as part of a household which was filled with cruelty, brutality, and turmoil. In many ways, her home life mirrored the cultural and economic deprivation of the segregated world to which the southern black was then consigned. It was during those early years that Mebane concluded that one way out of her abyss of misery was by way of education. It is her upward climb via this route that is vividly described in *Mary*, which ends with Mebane's graduation (summa cum laude) from what was then known as North Carolina College at Durham.

Mary, Wayfarer, the second volume of Mebane's memoirs, begins where *Mary* leaves off. The reader is taken along on her journey through the "real world." Her trip took her first to Rober-

sonville, North Carolina, to teach in a school system which she soon came to believe really felt that "reading and writing were things that rural black boys and girls didn't really need." After a year of frugal living in rural Robersonville, Mebane fled to New York City where so many southern blacks before her had gone for refuge. Failing to find solace there, she returned home to Durham and began teaching at Whitted Junior High School where discipline problems devoured much of the time that she desired to devote to teaching. Having earned a masters degree at the University of North Carolina at Chapel Hill, Mebane next accepted a teaching position at North Carolina College, her alma mater, where she encountered problems similar to those she experienced as an undergraduate. Abandoning alma mater, Mebane became a faculty member at South Carolina State College in Orangeburg. From there, she took an assistantship position at the University of North Carolina at Chapel Hill, which in 1972 conferred upon her the Ph.D. degree. Following this, Mebane had a short-lived position at the University of Wisconsin-Milwaukee where she speaks of herself as living a "new life."

Just as in *Mary*, the sequel, *Mary, Wayfarer*, reveals Mebane's continuing struggle for success and personal happiness. Much is made of both personal and job-related problems which, in large measure, resulted from the author's insistence on superior performance for herself in her quest for fulfillment and recognition. She writes, "People wonder at me, why I seemed so intent in my striving for culture, for some understanding of the contemporary scene. I didn't understand it myself. All I knew was that long ago it had come to me that my world was small and suffocating." The method used by the author to enlarge her world makes up the bulk of the powerful story that unfolds in *Mary, Wayfarer*, testament to her courage and belief in herself and the power of education both to civilize and to liberate.

Mebane, who by her own words is a "total outsider, unfettered by anyone's rules but my own," holds very little back about herself and the world around her. She describes low moments such as her therapy sessions at Duke University Medical Center, an incident of rape in Pennsylvania, and the effects on her life when her mentor, who had only recently installed her in a difficult job situation, dies suddenly. She has harsh words for "society" blacks, "mulattoes" who conspire with whites to suppress the masses of lower class blacks, and women, especially black women, who use marriage as an escape from challenges of life.

Mary, Wayfarer is an absorbing book which,

once begun, is difficult to put down. It is also, as *Mary* was before it, a story of struggles which sometimes ended in success and other times ended in failure. Although this autobiography deals specifically with a black woman's successful efforts to find a niche for herself, there are lessons which are universal in implication and all can learn from the experiences of our fellow North Carolinian and human being, Mary E. Mebane.

Mary, Wayfarer, is recommended for public, academic, and high school library collections.

Joseph E. Fleming, North Carolina Central University

Chalmers Gaston Davidson. *The Plantation World Around Davidson*. Davidson: Briarpatch Press, 1982. 108 pp. \$10.00.

This book is several things: an early history of Davidson College buildings and presidents, a history of the Presbyterian churches in north Mecklenburg and south Iredell counties, a social history of plantation life in this area, and a guide, along Federal Writers Project lines, to local antebellum houses. It is perhaps most valuable as a guidebook, since one would probably turn to other sources first for fuller historical accounts.

Chalmers Davidson is emeritus history professor and librarian at Davidson and has authored a number of books of history in the Carolinas. This "revised and enlarged edition" succeeds the ninety-five page second edition sub-titled "The Story of North Mecklenburg 'before the war,'" and published by the Mecklenburg Historical Association in 1973. Except for some updating, there are no significant changes in plan and text. The first chapter deals with Davidson College in its early years. Chapter two provides a summary history of local plantation life, then describes the houses of Presbyterian planters who settled near Davidson and tells their history and something of the families of their owners. Chapters three through five feature outlying Presbyterian churches, early inhabitants and their impressive homes in the nearby communities of Centre Church, Hopewell Church, and Sūgaw Creek.

There are illustrations throughout the book, many of which appeared in the second edition. Here they are somewhat better fitted to the text, larger, and more clearly reproduced. The design, typography, and general appearance are much improved also. A five-page index of people, plantation houses, and churches has been added, as have four references in the bibliography. Dropped from the second edition are a six-item section of the bibliography ("Novels about Mecklenburg County

in the Revolutionary War") and a map of the area. This latter is something of a loss, for while it wasn't exactly a masterpiece of the map-makers art, it did locate the featured houses and establish the setting of this "plantation world."

The text is informal. One encounters such introductory phrases as "Tradition has it" and "It may well be that" and information from newspaper articles. Nevertheless, the book can be a useful addition to collections in public and academic libraries where local North Carolina history is sought. Libraries which have the 1973 edition may wish to compare the two editions before purchasing it, but where it is appropriate for purchase, this handsome book can be a good investment.

Joe Rees, Duke University

Elizabeth Powers with Mark Hannah. *Cataloochee, Lost Settlement of The Smokies: The History, Social Customs and Natural History*. Charleston, South Carolina: Powers-Hannah Publishers, 1982. 520 pp. \$14.00 paper. (55 Fort Royal Drive, Charleston, South Carolina 29407)

Cataloochee, a lively community in mountainous Haywood County, was part of the land requisitioned by the United States government to form the Great Smoky Mountains National Park. Because of restrictions placed on their way of life by this act, most of the families were forced to sell and move away. "This book, often told in the words of former inhabitants, attempts to recreate the civilization of a beautiful Cataloochee that was, in their eyes, an ideal way of life."

Elizabeth Powers, descendant of a family with peripheral connections to Cataloochee, and Mark Hannah, a Cataloochee native and a park ranger for over thirty years, have collaborated in an effort to tell the story of the valley and its people.

Using extracts from taped interviews and old recordings, Great Smoky Mountains National Park records, and other sources, the authors present a superficial overview of the life and times of Cataloochee. Many times the reader is left with an "and then what happened" feeling. The failure of the book comes from a lack of competent editing. Notes detailing the inter-relationships of people quoted or involved would have been helpful and conducive to a more authoritative work. The few photographs are so poorly reproduced as to be almost worthless. There are footnotes but no index or bibliography.

Despite the weaknesses noted above, *Cataloochee, Lost Settlement of the Smokies* is recom-

mended for purchase because little material is available on this section of the Great Smoky Mountains National Park.

Laura Woody Soltis, Haywood County Public Library.

Other Publications of Interest

Admirers of Bruce Barton's columns in his Pembroke newspaper, the **Carolina Indian Voice**, will be pleased to know that some two hundred of these columns are now available in book form in **The Best of "As I See It"** (1983) (Carolina Indian Voice, Inc., P.O. Box 1075, Pembroke 28372. 264 pp. \$8.27 paper). Barton, a Lumbee Indian, is known for his outspoken views. Perhaps his most characteristic column is titled "An Indian Manifesto," dated October 7, 1976, in which he states, "The Indian people are locked in a struggle with a white racist political system which has absolutely no intention of allowing our people to participate in the decision-making process..."; he ends with a rather eloquent plea for harmony between the races. Recommended for public libraries and for libraries with Indian or local collections.

The University of North Carolina Press has reprinted (1983) **Seacoast Life: An Ecological Guide to Natural Seashore Communities in North Carolina** by Judith M. Spitsbergen (112 pp., \$5.95 paper). This handy field guide was originally published in 1980 by the State Museum of Natural History. (See review by John Darling in NCL, spring 1981, pp. 52-53.) A most useful addition to this printing is a table of contents. If your public, school, or academic library lacks this title or needs to replace it, this printing is a good choice.

Hyde Calls is a 99-page collection of poetry written by citizens of Hyde County, edited by Donald R. Richardson and published in 1982. The

poems vary greatly in quality, as should be expected for a collection of this nature. Most are about local people, places, or events. The highlight of the book is the artwork: the drawings by Kathryn Pezzi are delightful. A good selection for libraries in the Hyde area, for collections of North Caroliniana, and for other libraries that want an example of what a local community can do. Order from Hyde County Historical Society, c/o Mrs. Betty Mann, Fairfield, NC 27826. Price is \$10.00 plus \$2.00 for postage and handling.

Libraries with collections of crafts or mountain materials may want to order a copy of **Many Patches Ago** by Martha Marshall. This nicely designed book has black and white photos plus patterns for dozens of quilts from eastern Tennessee, southwestern Virginia, and western North Carolina, interspersed with historical tidbits. This book was published in 1981 in a limited number of copies and is available for \$12.95 plus \$1.00 postage from Bessie Marshall, P.O. Box 583, Spruce Pine, NC 28777.

North Carolina's Historic Restaurants and Their Recipes by Dawn O'Brien is a good choice for public libraries and other libraries with regional or cookbook collections. It will be used by both cooks and travelers who prefer to skip the fast food outlets. The author selected forty-five "historically significant" restaurants with good food and managed to get a few recipes from each. Her short descriptions of each restaurant are accompanied by excellent sketches by Janice Murphy. Information includes exact locations, hours, and telephone numbers; price ranges are not indicated. Though some recipes are of the "can of mushroom soup" variety, the abundance of recipes using fresh fruits and vegetables reflect an encouraging trend. (John F. Blair, 1983. 184 pp. \$10.95)

Stand Up for Libraries

NORTH CAROLINA LIBRARY ASSOCIATION

NCLA Biennial Conference

October 26-28, 1983

Hyatt House Hotel, Conference Headquarters
M.C. Benton Convention Center, Exhibits and Meetings
Winston-Salem, North Carolina



Mrs. George Bush
Wife of the Vice-President of the United States



Frederic J. Glazer
Director
West Virginia Library Commission
"Stand Up For Libraries"



Judith F. Krug
Director, Office for Intellectual Freedom
American Library Association

"Stand Up For Intellectual Freedom"



NCLA Minutes and Reports

North Carolina Library Association Minutes of The Executive Board

March 18-19, 1983

The Executive Board of the North Carolina Library Association met Friday, March 18 in Founders Hall at Guilford College. Members present were Mertys Bell, Leland Park, Carol Southerland, Mary Jo Godwin, Bob Pollard, Gerald Hodges, Gwen Jackson, Emily Boyce, Rebecca Ballentine, Bill O'Shea, Jon Lindsey, Kathy Woodrell, Dawn Hubbs, Shirley Jones, Bill Bridgman, Nancy Fogarty, Doris Anne Bradley and Ruth Katz. Robert Bland and Judie Davie represented their sections in the absence of the section chairpersons. Others present were Robert Burgin, Elizabeth Laney, Louise Boone, Marge Lindsey, Ariel Stephens, Martha Davis, Jerry Thrasher and Mary Williams. Board members absent were Eugene Huguelet, Paula Short, John Pritchard and Gary Barefoot.

President Bell called the meeting to order. Herb Poole, Guilford College Librarian welcomed the group to the campus. The minutes of the December 3, 1982 meeting were approved as presented.

President Bell recognized Jon Lindsey and announced his resignation as editor of *North Carolina Libraries*, effective June 1. Dr. Lindsey has been named Director of Libraries at Baylor University. President Bell expressed sincere thanks and appreciation to Dr. Lindsey on behalf of the association for his dedicated service and numerous contributions. Dr. Lindsey distributed copies of his report with a sample of the cover for the next issue featuring the new two-column 7x10 format. He expressed his pleasure at having the opportunity to serve as editor of the journal. Recommendations for a new editor should be submitted to the president immediately.

Section Reports:

Children's Services chairperson Kathy Woodrell announced their plans to procure the Notables Showcase from ALSC to present at the biennial conference and to print another issue of the section's newsletter devoted to children's authors and publishers to be distributed in June.

The College and University section is working with RTSS on the upcoming Collection Development Symposium. The section is studying the Southern Association proposed new standards and how they relate to libraries.

Dawn Hubbs, chairperson of the Documents section, reported they are investigating a joint meeting with the South Carolina Documents group in 1984.

Recent activities of the Junior College, Reference and Adult Services, NCASL, Public Library, Resources and Technical Services and Roundtable on the Status of Women in Librarianship sections were reported. RTSS announced that the section's conference programs will include a program on the public catalog and a presentation on electronic publishing. The brochures for the section's April symposium were printed and mailed through the generosity of Bro-Dart, Inc.

The Roundtable on the Status of Women in Librarianship is planning a workshop concerning personnel management.

Vice President Leland Park announced that Fred Glazer, West Virginia State Librarian, will be featured at the first general

session of the biennial conference. Robert Burgin, Local Arrangements chairperson, distributed copies of the tentative conference schedule.

Emily Boyce, ALA Representative, gave a full report of the midwinter meeting in San Antonio. The report prompted general discussion and comments from the board concerning ALA's fiscal condition.

SELA Representative Rebecca Ballentine reported that the association has its financial troubles also. The Budget committee has been asked to study the dues structure and the possibility of establishing an endowment and make recommendations. The biennial conference will be a joint meeting with the Mississippi Association at Biloxi on October 15-20, 1984. Other conference sites will be Atlanta, 1986 and New Orleans, 1988. Louisville is being considered for 1990, but some SELA members believe the conference should rotate among the member states. There was some discussion about North Carolina hosting in 1990. Dr. Park suggested letting the site committee know that we may be interested and to send them information about contacts in the four cities that could accommodate the conference. After further discussion the board decided not to submit a bid for the 1990 SELA conference.

A committee report from Pat Valentine, chairperson of the Library Resources committee, was given.

The board was reminded of the reception at Ruzicka at 6:30 p.m.

President Bell called for a recess until 8:30 a.m. Saturday.

The Executive Board of the North Carolina Library Association reconvened at 8:30 a.m. on March 19. Reports were presented by the following committees and acted upon by the board.

Honorary and Life Membership chairperson Kathy Shropshire presented the names of two individuals recommended for honorary membership and four librarians for life membership. Dr. Park made a motion to accept the committee's nominees, Dr. Hodges seconded and the motion passed.

Lib Laney distributed copies of the revised pages for the handbook pertaining to the Scholarship committee. She asked for a clarification concerning who gives final approval of the scholarship recipients... the Scholarship committee or the executive board. It was the consensus of the board that the committee decides who will receive scholarships and the executive board approves the amount. Ms. Laney will prepare a clarification of the duties of the committee and submit it to the Handbook committee. She announced that 17 applications were considered. Two recipients were selected for the \$1000 NCLA Scholarships and one for the \$1000 Query-Long Scholarship for Work with Children or Young Adults. Loans of \$200 will be offered to four persons.

Jerry Thrasher gave the final report of the ad hoc Publications committee. The committee endorses the 7x10 format for *North Carolina Libraries* and \$36,000 budgeted for its publication for the biennium. They recommend maintaining the current bulk mailing permit in a centralized location and that all mailings of 200 or more pieces be sent to this centralized location for handling and mailing. The committee recommends that the executive board establish a special committee from its own

NCLA Minutes and Reports

membership to facilitate and advise on any special publication or occasional paper of the association. Mr. O'Shea made a motion to accept the committee's report and recommendations. Ms. Balentine seconded and the motion passed. President Bell thanked the committee for their hard work. Ms. Katz spoke to the need for a publications committee. It could market items such as the disaster manual and encourage NCLA publications.

Louise Boone, chairperson of the Governmental Relations committee, outlined plans for Washington and North Carolina Legislative Day activities.

Helen Tugwell, chairperson of the Education for Librarianship committee, appeared before the board to request \$50.00 to be applied to the cost of printing a flyer to be distributed at the 1983 conference. Dr. Hodges made a motion to give the committee the sum requested. Ms. Boyce seconded. The treasurer indicated that the funds are available. The motion passed.

Intellectual Freedom committee chairperson Dr. Gene Lanier announced that the People for the American Way are locating their fifth state office in Winston-Salem. The contact person is Barry Hager at 310 E. Third St., Winston-Salem, NC 27101, phone (919) 721-1931. The office will distribute information, operate a speaker's bureau and keep the organization's 1500 North Carolina members abreast of the rights of citizens.

President Bell recognized Mary Williams who presented a petition calling for a Roundtable on Minority Concerns. No action was taken by the board.

Treasurer Bob Pollard reported the 1991 ballots concerning the new dues were mailed and 556 returned. The results are 338 approving, 167 not approving and 1 abstaining. Copies of the Treasurer's report were distributed.

The next Executive Board meeting will be July 22, 1983 at Guilford Technical Institute. The meeting was adjourned at 9:30 a.m.

The Executive Board and representatives of the association's committees held a joint meeting at 10:00 a.m. in the Sternberger Auditorium. Herb Poole, Guilford College librarian, gave an entertaining welcome.

Vice President Park gave a conference update noting that Fred Glazer and Judith Krug will be featured speakers.

President Bell heard reports for the committees. Highlights were: The Constitution, Codes and Handbook Revision committee recommended that the term of office of the treasurer be four years rather than two. The Finance committee will gather information from several CPA or financial management firms about handling the association's finances. They also recommended that someone other than the treasurer handle the finances of the biennial conference. This will be discussed with the Conference Manager and Local Arrangements chairperson. Sections and committees were asked for input concerning whether association membership should be required for someone to attend seminars and workshops sponsored by the sections and committees. Membership chairperson Carol Southerland announced that 'I Belong' stickers will be made available to all members at the conference.

President Bell thanked all those who participated in the Spring Workshop. The meeting adjourned at 12:10 p.m.

PLS Planning Council Meets

The Planning Council of the Public Library Section of NCLA met on May 26 at the Union County Public Library in Monroe. Following are highlights from committee reports and other business sessions:

The Audiovisual Committee is completing the Directory of Audiovisual Services in North Carolina Public Libraries.

The Genealogy Committee has completed work on a slide show on how to get started in genealogy. Copies will be deposited at the N.C. Museum of History and the State Library, for loan to public libraries throughout the state. The Committee also

received funding to prepare and distribute an information packet for librarians on the new North Carolina history curriculum in the public schools.

The Planning Council voted to abolish the Information Resources Committee, since it had failed to issue a written report for four consecutive meetings.

The Personnel Committee announced that a Personnel Handbook will be completed by the end of the biennium.

The Problem Patron Policy Committee is developing a list of North Carolina laws applicable in problem patron situations.

The Nominating Committee presented the following slate of officers:

Vice-Chairman/Chairman Elect:	Nancy Massey
Secretary:	Rich Rosenthal
Director:	David Fergusson
Director:	Willie Nelms

President Bell thanked all those who participated in the Spring Workshop. The meeting adjourned at 12:10 p.m.

Women's Roundtable Nominees Announced

The following nominations for the board of the Roundtable for the Status of Women in Librarianship have been announced by Cathy Collicutt, Chair of the Roundtable's Nominating Committee. The slate will be placed before the membership of the roundtable at its business meeting at the NCLA biennial conference.

Patsy Hansel, Chair
Earlene H. Campbell, Vice-Chair/Chair-Elect
Janie Morris, Secretary-Treasurer
Billie Durham
Pat Grim
Ruth Katz

North Carolina Interlibrary Loan Code

The North Carolina Library Association's Library Resources Committee prepared this revised North Carolina Interlibrary Loan Code from 1981 to 1983. The project was initiated by request from H. William O'Shea, NCLA President 1979-81, and continued under the encouragement of Mertys W. Bell, NCLA President 1981-1983.

The previous NCLA ILL Code was adopted in 1972 to comply with the 1968 American Library Association's National ILL Code. This present NCLA ILL Code complies with the new 1980 ALA National ILL Code. Its preparation was announced in *North Carolina Libraries* and *Tarheel Libraries*. Written and oral comments were presented to the Library Resources Committee. I want to thank those who have contributed to this revised Code.

The NCLA Executive Board adopted this Code on July 22, 1983.

Patrick Valentine, Chair, NCLA Library Resources Committee

NORTH CAROLINA INTERLIBRARY LOAN CODE

Approved by the Executive Board
of the North Carolina Library Association
July 22, 1983

Preface

This code is a voluntary agreement adopted by the North Carolina Library Association to govern interlibrary lending among libraries in North Carolina.

Introduction

Interlibrary lending is important to all libraries as a means of greatly expanding the range of materials available to users. Lending between libraries is in the public interest and should be encouraged. Interlibrary loan service should be provided to all library clientele, including children and young adults.

Through specific agreements North Carolina libraries organized geographically or on some other basis may have developed codes of their own. It is not the intent of this code to prescribe the nature of interlibrary lending under such arrangements.

This code is intended to make interlibrary loan policies as liberal and as easy to apply as possible. Interlibrary loan is a privilege and should serve as an adjunct to, not a substitute for, collection development.

Only when resources within North Carolina have been exhausted should a library request materials outside the state. In making requests outside North Carolina, libraries should follow the *National Interlibrary Loan Code, 1980*¹ and the *Interlibrary Loan Procedure Manual* published by the American Library Association.² Note that the *National Interlibrary Loan Code, 1980* restricts the purpose of interlibrary loan to obtaining materials for "research and serious study."

I. Definition

An interlibrary loan is a transaction in which library material, or a copy of the material, is made available by one library to another upon request. The term "library material" includes all formats of library materials.

II. Purpose

The purpose of interlibrary loan as defined in this code is to obtain library material not available in the borrowing library.

III. Scope

A. A library may request a loan or a photocopy of any library material needed for study, instruction, information, research, or recreation. However, libraries should not ordinarily request:

1. Titles in current and/or recurring demand
2. A large number of items for one person at any one time
3. Titles already owned unless the items are missing
4. Materials for reserve or multiple copies for use in a class

B. Most libraries will not ordinarily lend the following types of materials:

1. Rare or valuable material, including manuscripts
2. Bulky or fragile items
3. Material in high demand at the lending library
4. Material with local circulation restrictions
5. Unique material that would be difficult or impossible to replace

IV. Responsibilities of Borrowing Libraries

A. Each library should provide the resources to meet the ordinary needs and interests of its primary clientele. Material requested from another library under this code should generally be limited to those items that do not conform to the library's collection development policy or for which there is no recurring demand.

B. Borrowing libraries should make a serious effort to exhaust local resources. These local resources include libraries of all types: public, community college or technical institute, academic, school, and special.

C. The interlibrary loan staff of each library should be familiar with, and use, relevant interlibrary loan documents and aids including this code, the *National Interlibrary Loan Code, 1980*, the *Interlibrary Loan Procedure Manual* published by the American Library Association, and the *Interlibrary Services Manual* of the Division of State Library.³

D. Each library should inform its users of the purpose of interlibrary loan and of the library's interlibrary borrowing policy.

E. The borrowing library is responsible for compliance with the copyright law (Title 17, U.S. Code) and its accompanying guidelines and should inform its users of the applicable portions of the law. An indication of compliance must be provided with all copy requests.

F. Requested material must be described as completely and accurately as possible following accepted bibliographic practice. A source of verification should be cited. Libraries without access to the major bibliographic verification aids may request help from the Interlibrary Services Branch of the Division of State Library by calling the INWATS (Inward Wide Area Telephone Service) number or by mailing a standard interlibrary loan form. If an item cannot be verified, the statement "cannot verify" should be included along with information about the original source of the citation. If the bibliographic citation is incorrect, incomplete, or unverified, the lending library may return the request unfilled without special effort to identify the reference, unless special agreement otherwise provides.

G. Requests should be routed through channels established by libraries participating in this agreement. After local resources the primary channel in North Carolina is the North Carolina Information Network, for which the Interlibrary Services Branch of the Division of State Library functions both as a lender and a switching center to provide locations, make initial referrals, and answer reference questions. Libraries engaged in interlibrary loan activity should acquaint themselves with the operation of the network as described in the *Interlibrary Services Manual* of the Division of State Library. Requests should be directed only to libraries reported to own the material. Care should be taken to avoid concentrating the burden of requests on a few libraries. Requests for materials owned by major university libraries should always be routed through the Interlibrary Services Branch of the Division of State Library unless prior agreements have been made.

H. Standard interlibrary loan formats should be used for all requests, regardless of the means of transmission. When mutually agreeable, telephone requests are acceptable.

I. Borrowed materials are the responsibility of the borrowing library from the time the materials leave the lending library until they are received by the lending library. The borrowing library is responsible for packaging the materials so as to ensure their return in good condition. If damage or loss occurs (either in the mail or by the borrowing library's patron), the borrowing library must meet all repair or replacement costs in accordance with the preferences of the lending library.

J. The borrowing library and its users must comply with the conditions of loan established by the lending library. Unless specifically forbidden by the lending library, copying by the borrowing library is permitted, provided that it complies with the copyright law and its accompanying guidelines and that no damage to the original volume will result.

K. The borrowing library should encourage library users to travel to other libraries for on-site access to material when extensive use of a collection is required or the material requires special handling.

V. Responsibilities of Lending Libraries

A. The decision to lend material is at the discretion of the lending library. Each library is encouraged, however, to interpret as generously as possible its own lending policy with due consideration to the interests of its primary clientele.

NCLA Minutes and Reports

- B. A written interlibrary loan policy should be made available upon request and should be on file in the Interlibrary Services Branch of the Division of State Library.
- C. The lending library should process requests promptly. Conditions of loan should be stated clearly, and material should be packaged carefully. The lending library should notify the borrowing library when unable to fill a request, stating the reason for not filling it.
- D. A lending library should inform any borrowing library of its apparent failure to follow the provisions of this code.

VI. Expenses

- A. The borrowing library should be prepared to assume any costs (lending fees, postage, insurance where specified, and photocopying) charged by the lending library and should attempt to anticipate photocopying and lending charges and authorize them on the initial request. The borrowing library should inform the patron of any anticipated charges which will be passed on to the patron.
- B. If the charges are more than nominal and not authorized by the borrowing library, the lending library should inform the requesting library and ask for authorization to proceed.

VII. Duration of Loan

- A. The duration of loan, unless otherwise specified by the lending library, is the period of time the item may remain with the borrowing library, disregarding the time spent in transit.
- B. Interlibrary loan material should be returned promptly.

- C. A renewal request should be sent in time to reach the lending library no later than the due date. If the lending library does not respond, it will be assumed that renewal for the same period as the original loan is granted.
- D. All material on loan is subject to immediate recall. The borrowing library should comply promptly.

VIII. Violation of Code

Interlibrary loan is a privilege, not a right. Each library is responsible for maintaining the provisions of this code in good faith. Continued disregard of any provision of this code is sufficient reason for suspension of borrowing privileges after prior warning.

References

¹A copy of the *National Interlibrary Loan Code, 1980* is available in the American Library Association's *Interlibrary Loan Codes, 1980; International Lending Principles and Guidelines, 1978*, published in Chicago in 1981. This publication (ISBN 0-8389-5587-8) may be purchased for \$1.50 from the Order Department, American Library Association, 50 East Huron Street, Chicago, Illinois, 60611. A copy of the *National Interlibrary Loan Code, 1980* is also included in Bowker's *American Library Directory*.

²Thomson, Sarah Katharine, *Interlibrary Loan Procedure Manual* (Chicago: American Library Association, 1970). This manual is currently under revision.

³This manual was issued in 1971 as the *North Carolina State Library IN-WATS Procedure Manual*. It is presently under revision by the Interlibrary Services Branch of the Division of State Library and will be distributed to North Carolina libraries upon completion.



go for it!



use your library

American Library Association

CONSTITUTION
of the NORTH CAROLINA LIBRARY ASSOCIATION
Changes in Constitution and Bylaws Recommended by the
Executive Board and the
NCLA Constitution, Codes and Handbook Committee
(July 22, 1983)

PRESENT CONSTITUTION

ARTICLE IV. OFFICERS

2. They are to be elected by ballot, to serve for two years.

PRESENT BYLAWS

ARTICLE II: DUTIES OF OFFICERS

6. *Treasurer.* The Treasurer shall assist in the preparation of the budget and keep whatever records of the Association the President and the Executive Board deem necessary. He will collect and disburse all funds of the Association under the instructions of the Executive Board and keep regular accounts, which at all times shall be open to the inspection of all members of the Executive Board. He shall handle and keep all membership records. He shall execute a bond in such sum as shall be set by the Executive Board, the cost to be paid by the Association. He shall perform such other duties and functions as may be prescribed by the Executive Board.

8. The term of office of all officers shall commence at the adjournment of the biennial meeting following their election, or if the biennial meeting cannot be held, upon their election.

SUGGESTED CHANGE
(indicated by underlining)

ARTICLE IV. OFFICERS

2. They are to be elected by ballot, to serve for two years except for the Treasurer who is to serve for four years.

BYLAWS

SUGGESTED CHANGES
(indicated by underlining)

ARTICLE II: DUTIES OF OFFICERS

6. *Treasurer.* The Treasurer shall assist in the preparation of the budget and keep whatever records of the Association the President and the Executive Board deem necessary. He will collect and disburse all funds of the Association under the instructions of the Executive Board and keep regular accounts, which at all times shall be open to the inspection of all members of the Executive Board. He shall handle and keep all membership records. He shall execute a bond in such sum as shall be set by the Executive Board, the cost to be paid by the Association. He shall perform such other duties and functions as may be prescribed by the Executive Board. Term of office shall be four years.

8. The term of office of all officers shall commence at the adjournment of the biennial meeting following their election, or if the biennial meeting cannot be held, upon their election. The term of office of the Treasurer shall commence at the adjournment of the biennial meeting following his election.

This publication of proposed constitution and by-law changes for the North Carolina Library Association meets the notification requirements of the current constitution. The above changes will be placed before the membership for ratification at biennial conference October 28, 1983.

Treasurer's Report

January 1, 1983 - June 30, 1983

Exhibit A

Balance on Hand - January 1, 1983 - Checking Account		(\$ 649.08)
Receipts:		
Dues and Receipts:		
Association	\$17,695.00	
Sections (Schedule 1)	<u>6,871.50</u>	
Total Dues and Receipts		\$24,566.50
NORTH CAROLINA LIBRARIES (Schedule 1)		1,726.42
Reimbursed Expenses (THL)		916.83
Reimbursed Expenses (N.C. Educational Media)		26.89
1983 Conference (Exhibits)		9,235.00
RTSS/College & Univ. Symposium Receipts		4,200.03
Dues Overpayment to be Refunded		40.00
Transfers from:		
General Savings	\$ 2,000.00	
RTSS Money Market Acct.	<u>1,100.00</u>	3,100.00
Total Receipts		<u>\$43,811.67</u>
Total Cash to Account For		\$43,162.59
Expenditures (Exhibit B)		<u>39,378.94</u>
Cash Balance, June 30, 1983		<u><u>\$ 3,783.65</u></u>

Exhibit B

Cash Disbursements

Executive Office - Expenses:		
Telephone	\$263.98	
Postage	441.52	
Computer Charges	593.83	
Clerical Help	149.63	
Photocopy	34.00	
Audit and Preparation of 1982 Tax Forms	285.00	
Mail Processing	256.30	
P.O. Box Rent	20.00	
Printing and Duplicating	<u>553.13</u>	\$ 2,597.39
President's Expenses		538.81
Other Officers' Expenses		77.80
ALA Representative Expenses		912.30
SELA Representative Expenses		189.86
NORTH CAROLINA LIBRARIES (Schedule 1)		4,278.09
TAR HEEL LIBRARIES		523.09
1983 Conference		985.04
Transfer to General Savings		18,500.00
Committee Expenses:		
Intellectual Freedom	\$265.22	
Library Resources	200.00	
Scholarship	200.00	
Governmental Relations	<u>392.72</u>	1,057.94
Sections Expenses (Schedule I)		8,733.49
Freedom to Read Foundation 1983 Membership		100.00
Refund of Dues		74.00
Spring Workshop		219.62
Bulk Mail Account Deposits (less reimbursements)		551.80
Labels for UNC-CH Librarians' Association		8.10
Other Expenses		<u>31.61</u>
Total Disbursements (To Exhibit A)		<u><u>\$39,378.94</u></u>

Instructions for the Preparation of Manuscripts for *North Carolina Libraries*

1. *North Carolina Libraries* seeks to publish articles, book reviews, and news of professional interest to librarians in North Carolina. Articles need not be of a scholarly nature, but they should address professional concerns of the library community in the state. Examples of the types of articles published in the journal would include evaluations of library practices and programs; biographical and historical studies; state of the art reviews; and reports on studies or surveys of North Carolina libraries.
2. Manuscripts should be directed to the Editor, *North Carolina Libraries*, Carlyle Campbell Library, Meredith College, Raleigh, NC 27611.
3. Manuscripts should be submitted in triplicate on plain, white paper measuring 8½" x 11".
4. Manuscripts must be double-spaced (text, references, footnotes, etc.). Manuscripts should be typed on 60-space lines, 25 lines to a page. The beginnings of paragraphs should be indented eight spaces. Lengthy quotes should be avoided. When used, they should be indented on both margins.
5. The name, position, and professional address of the author should appear in the upper left-hand corner of the first page. The

number of words in the text rounded to the nearest hundred should appear in the upper right-hand corner of the first page.

6. Each page after the first should be numbered consecutively at the top right-hand corner and carry the author's last name at the upper left-hand corner.
7. Footnotes should appear at the end of the manuscript. The editors will refer to *A Manual of Style*, 13th edition, University of Chicago Press. The basic forms for books and journals are as follows:
 - Keyes Metcalf, *Planning Academic and Research Library Buildings* (New York: McGraw-Hill, 1965), p. 416.
 - Susan K. Martin, "The Care and Feeding of the MARC Format," *American Libraries* 10 (September 1979): 498.
8. Photographs will be accepted for consideration but cannot be returned.
9. *North Carolina Libraries* is not copyrighted. Copyright rests with the author.

Upon receipt, a manuscript will be acknowledged by the editor. Following review of a manuscript by at least two jurors, a decision will be communicated to the writer. A definite publication date cannot be given since any incoming manuscript will be added to a manuscript bank from which articles are selected for each issue.

**Issue Deadlines: February 10, May 10,
August 10, November 10.**

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North Carolina Libraries, published four times a year, is the official publication of the North Carolina Library Association. Membership dues include a subscription to *North Carolina Libraries*. Membership information may be obtained from the Treasurer, NCLA.

Subscription rates for 1983 are \$20.00 per year or \$5.00 per issue. Backfiles are maintained by the editor. Microfilm copies are available through University Microfilms International. *North Carolina Libraries* is indexed by *Library Literature* and publishes its own annual index.

Editorial correspondence should be addressed to the editor; advertisement correspondence should be addressed to the Advertising Manager. Articles are juried.

North Carolina Libraries is printed by Meridional Publications, Wake Forest, N.C.

Issue Deadlines: February 10, May 10, August 10, November 10

North Carolina Libraries

OFFICIAL PUBLICATION OF THE
NORTH CAROLINA LIBRARY ASSOCIATION
VOLUME 41 FALL 1983

NON PROFIT ORGANIZATION
U.S. POSTAGE
PAID
ANN ARBOR, MI.
PERMIT NUMBER 473

**Stand up
for
Libraries**

NORTH CAROLINA LIBRARY ASSOCIATION

**45th Conference
October 26-28, 1983
Benton Convention Center
Winston - Salem, North Carolina**

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