MAC Newsletter (Vol. 44, No. 2)
Midwest Archives Conference

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Award Results
Correction
The last issue of the MAC Newsletter incorrectly reported the recipients of the Archival Issues awards, listed in the Members’ Meeting minutes. In fact, Colleen Hobbs received the New Authors Award for her article, “Finding Your Family in Federal Record Group 33.6,” and Carol Street received the Margaret Cross Norton Award for her article, “Indiana Architecture X 3D: Archival Encounters of the 3D Kind.”

MAC’s 2017 Annual Meeting
Omaha, Nebraska, April 6–8, 2017

We’re gearing up for our next Annual Meeting, the first in Omaha, Nebraska! The meeting’s Local Arrangements and Program Committees and MAC’s Education Committee will be serving up an exciting slate of programs, sessions, tours, and workshops, all designed to entice you to visit the City on the Mighty Missouri.

(Continued on page 3)

MAC Fall 2016 Symposium:
“Archivists and Copyright”
October 7–8, 2016

This one-and-a-half-day workshop will introduce participants to the Best Practices in Fair Use initiative and provide opportunities for collectively exploring strategies for managing risk and for balancing often-competing demands for access and privacy.

The presenters are Melissa Levine, lead copyright officer at the University of Michigan, and Aprille Cooke McKay, assistant director for University Collections and Records Management at the University of Michigan’s Bentley Historical Library.

If you can’t attend, stay tuned: you can read all about it in the January issue of the MAC Newsletter!
Dear MAC Members,

Writing this during the heat of July, I can only look forward to the crisp days of autumn. This summer at Cargill has been interesting, and yes, that’s a midwestern “interesting.” We survived a reorganization, a project to archive e-mail, and an expansion of our web archiving efforts. An exciting but unusual last six months!

After our election re-count this spring, and as announced at the MAC Annual Meeting in Milwaukee, I appointed an Election Review Committee to evaluate all aspects of MAC elections. The committee members are MAC secretary Michael Doylen serving as chair, Amy Cooper Cary, Tamar Chute, and Joshua Ranger. The committee has met over the summer and will provide Council with an interim report in October. They will conclude their recommendations by April 2017.

Several MAC leaders had a call with AMC Source in July to follow up after our meeting in Milwaukee. The discussion focused on improving a number of processes from managing annual membership renewals, clarifying Annual Meeting registration for tours and workshops, and addressing operations for registering vendors and increasing their advertising.

I hope you are planning to attend this year’s Fall Symposium, “Archivists and Copyright,” in Ann Arbor, Michigan, October 7–8, 2016. The one-and-a-half-day workshop will address any uneasiness you may have with copyright by introducing participants to the Best Practices in Fair Use initiative. Our speakers—Melissa Levine, lead copyright officer, University Library, University of Michigan, and Aprille Cooke McKay, assistant director for University Collections and Records Management, Bentley Historical Library, University of Michigan—have a wide breadth of expertise and knowledge to share. Thanks to Martha Conway, Special Collections Library, University of Michigan, and Olga Virakhovskaya, Bentley Historical Library, University of Michigan, for serving as cochairs for the program and local arrangements.

Council will hold its annual fall meeting on October 6 in Ann Arbor. On the agenda will be MAC’s strategic plan and the steps we are taking to move forward with our goals; MAC’s educational workshops offered at the Annual Meeting and how to keep them affordable; our annual budget; and a review of the membership survey that will be coming to your inboxes in 2017.

Plans and programming are underway for our Annual Meeting in Omaha, Nebraska, April 5–8, 2017, which also serves as MAC’s 45th anniversary. Thank you to everyone who submitted a session proposal in August; I cannot wait to see the final program. Enticing tours and workshops are currently being scheduled, and I look forward to seeing all of you at the reception at KANEKO, a nonprofit cultural organization committed to celebrating creativity.

Have a great fall!

Jennifer Johnson
President, Midwest Archives Conference
A Summary of MAC’s 2016 Annual Meeting

(Continued from page 1)

The meeting will be held April 6–8 (with preconference workshops on the 5th) at the Hilton Omaha, located in Omaha’s downtown waterfront area. The hotel is within easy walking distance of numerous attractions (like the famous Old Market), with many others a short drive or shuttle ride away. And it will be a birthday party of sorts, as Nebraska celebrates its 150th anniversary in 2017!

The Local Arrangements Committee is hard at work crafting a set of tours that are sure to please. Tentative sites are the world-class Durham Western Heritage Museum and the Joslyn Art Museum, and a downtown walking history and architectural tour. The opening reception at KANEKO’s gallery will present a memorable art exhibit along with a tour of the KANEKO-UNO Creativity Library, and will double as a sesquicentennial party for Nebraska. The Program Committee is now pouring over your session proposals and will also be culling through student poster proposals, with the goal of offering an innovative program with something for everyone.

More details on the Annual Meeting will be forthcoming in the next MAC Newsletter and on the MAC website. In the meantime, prime your interest in Omaha by checking out the Visit Omaha website at www.visitomaha.com.
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Minutes of the Council Meeting
Midwest Archives Conference
April 28, 2016

President Jennifer Johnson called the regular meeting of the Council of the Midwest Archives Conference to order at 8:30 a.m. on Thursday, April 28, 2016, at the Hilton Milwaukee City Center in Milwaukee, Wisconsin.

Council members in attendance: President Jennifer Johnson, Secretary Michael Doylen, Mary Ellen Ducey, Vice President David McCartney, Erik Moore, Michelle Sweetser, Treasurer Joel Thoreson, Jennie Thomas, and Anne Thomason. A quorum was present.


It was moved and seconded to approve the agenda as presented. Council unanimously passed the motion with all members voting.

Vice President’s Report

McCartney presented the final report of the 2015 Symposium (Minneapolis). He noted that the Symposium appears to have cleared a profit of $1,100.26 (not $1,641.48 as reported in his report). He will confirm this amount with the treasurer. He reviewed Symposium survey results.

Colleen McFarland, Program Committee cochair of the 2016 Annual Meeting (Milwaukee), presented the PC report. She noted that the PC had not accepted all poster submissions due to the quality of the submissions and the limited space at the hotel. Some individuals whose submissions were declined criticized the PC for its decision. She encouraged Council to consider the purpose of the poster sessions. The new professionals category is problematic and received few submissions this year. She suggested opening the poster competition to all members, or limiting it to students only. She noted that the logistics of the poster competition are challenging due to space requirements and supplies (easels, foam core, etc.).

Michael Doylen and Anna Stadick, LAC cochairs of the 2016 Annual Meeting, presented the LAC report. The LAC projects a profit of $10,204. The meeting appears to be setting attendance records for a meeting held outside Chicago. Council requested that the postmeeting survey include some questions that might help to explain the unusually high attendance. Doylen encouraged Council to review MAC’s agreement with SAA regarding workshops, for reasons described more fully in the LAC report. The LAC also suggested that next year’s LAC and PC investigate use of project management software to relieve e-mail communication. Thomason noted that both the Lexington and Milwaukee meetings had highlighted alcohol as a theme in tours and sponsorships, and asked if this raised any concerns. Council agreed that the organization needs to be sensitive to the issue, but also recognized the importance of including major businesses and industries in local planning. Both meetings ensured that alternative tours were available to members.

McCartney introduced the report of the 2016 Symposium (Ann Arbor) coordinators and distributed a promotional postcard. Discussion followed. The proposed rates are comparable to those of the 2015 Symposium. McCartney noted that no reception is planned. Due to the distance of the Symposium site from Ann Arbor, Moore encouraged coordinators to highlight transportation options. It was moved and seconded to set registration rates as follows: $150 for members, $175 for nonmembers, and $75 for students. Council unanimously passed the motion with all members voting.

Mary Ellen Ducey and Paul Eisloeffel presented the LAC report for the 2017 Annual Meeting (Omaha), including hotel rates, the reception site, and possible tours. Proposed registration rates are based on the 2016 Annual Meeting (note that rates on the budget are not correct). It was moved and seconded to set registration rates as follows: advanced registration rates for members at $80, nonmembers at $95, and students at $50; regular registration rates for members at $95, nonmembers at $105, and students at $60; and one-day registration rates at $60. Council unanimously passed the motion with all members voting.

It was moved and seconded to set the guest reception rate at $25. Council unanimously passed the motion with all members voting.

Erik Moore presented the PC report for the 2017 Annual Meeting. The meeting will have no specific theme, but will lean on the LAC’s theme of MAC’s 45th anniversary or Great Plains history. Due to his election as vice president, Moore asked to be replaced as PC cochair. It was moved...
and seconded to approve Harrison Inefuku as cochair of the PC to succeed Erik Moore. Council unanimously passed the motion with all members voting.

McCartney presented the report of the 2017 Fall Symposium (Columbus). It was moved and seconded to approve Tamar Chute and Lisa Carter as cochairs of the Coordinating Committee. McCartney clarified that Erin Rob and Jenny Fletcher will also serve on the committee. Council unanimously passed the motion with all members voting. McCartney concluded his report by indicating that the hotel contract is not yet signed.

McCartney presented a proposal from Andy Steadham and Andrea Bainbridge to hold the 2018 Annual Meeting in Chicago. Council discussed concerns regarding the affordability of downtown Chicago hotels. Johnson suggested staying well below $200/night, if possible. Council also discussed holding the meeting outside Chicago to keep costs down. Ultimately, Council felt that members would prefer a downtown location, but only if it is affordable.

It was moved and seconded to approve downtown Chicago or a Chicago-area site for the 2018 Annual Meeting. Council unanimously passed the motion with all members voting.

It was moved and seconded to approve Andy Steadham and Andrea Bainbridge as cochairs of the LAC for the 2018 Annual Meeting. Council unanimously passed the motion with all members voting.


Alexis Braun Marks, Membership Committee chair, and John Fleckner, Editorial Board chair, joined the meeting.

**President’s Report**

Johnson summarized issues that occurred during this year’s election and Council’s subsequent discussion by e-mail. She proposed the following charge for an Election Review Committee:

> To evaluate all aspects of MAC elections in light of recent election re-counts. The committee should review all guidelines and procedures governing MAC elections, work with AMC to outline the MemberClicks process, identify MAC roles involved in the election process, and fully understand how MAC elections work. The committee will make recommendations for improvements to the election process.

Council discussed a time line for the committee to complete its work. While Council agreed that it would prefer to have final recommendations prior to the 2017 election, it also felt that such a quick time line may not give the committee sufficient time. Council asked to receive a preliminary report at its fall 2016 meeting and a final report at its spring 2017 meeting. Council recognized that this time line may not allow for any changes needed in the election process in 2017. Doylen agreed to chair. Johnson will develop the final roster.

It was moved and seconded to approve Marcella Huggard as cochair of the Education Committee, 2016–2018. Council unanimously passed the motion with all members voting.

It was moved and seconded to approve Shawn Hayes as chair of the Louisa Bowen Memorial Scholarship Committee. Council unanimously passed the motion with all members voting.

It was moved and seconded to approve Rachel Howard as chair of the Archie Motley Memorial Scholarship Committee, 2016–2018. Council unanimously passed the motion with all members voting.

It was moved and seconded to approve Mary Ellen Ducey as chair of the Nominations Committee, 2016–2017. Council unanimously passed the motion with all members voting.

It was moved and seconded to approve Mary Wallace as public information officer, 2016–2018. Council unanimously passed the motion with all members voting.

Johnson led a discussion on strategic planning. It was suggested that review of governance documents wait until the Election Review Committee has completed its work. At that time, an individual from the committee could lead a more comprehensive review of the constitution and by-laws.

Doylen hopes to present a draft records schedule to Council at its fall meeting.

Johnson noted that redesign of Archival Issues is already underway.
She noted that the Education Committee has already submitted recommendations for the Speakers Bureau, which Council will consider later in the meeting.

She noted that Council has already agreed (at its September 2015 meeting) to fund student registration at the Annual Meeting by encouraging members to contribute during the membership renewal campaign and Annual Meeting registration. LACs are no longer tasked with raising funds to support student registrations.

She welcomed ideas and suggestions for pursuing greater diversity on committees, task forces, and other groups. Council discussed encouraging more participation by members and for reaching beyond current leaders when seeking to fill vacancies.

Alexis Braun Marks volunteered to draft the “Who Are We?” census. She asked Council to send questions that it would like to see included in the survey. McCartney suggested examining A*Census for possible elements. Johnson will work with the Education Committee to develop the Symposium survey. Moore suggested reaching out to past coordinators and conducting a meta-analysis of past surveys to determine what questions to ask. McCartney suggested incorporating the survey in the survey that follows the Fall Symposium.

Council agreed to discuss cost planning at its fall meeting.

**Secretary’s Report**

Doylen presented his report. In light of the issues experienced with this year’s election, Doylen recommended that the Membership Committee review a list of lapsed members at the close of each renewal campaign and consider reaching out to those individuals directly. Alexis Braun Marks agreed to do this on a regular basis beginning in 2017. Doylen also recommended investigating ways to verify the membership status of individuals who attempt to participate in members-only privileges (such as voting in the election, registering for the Annual Meeting at the member rate, accessing online publications, etc.). Council agreed to defer discussion until Greg Brooks and Debbie Nolan of AMC joined the meeting.

Doylen then recommended that Council reconsider MAC’s long-standing practice of not publicizing election returns to the membership. He noted that less than 28 percent of the membership participated in elections held in 2012, 2013, 2014, and 2015, and suggested that publicizing returns might motivate more members to vote.

Council discussed pros and cons of publicizing returns by candidate, race, or election overall. There was concern that reporting votes cast for a candidate might make it more difficult to recruit individuals to run for office. It was moved and seconded to publicize the numbers and percentages of members casting votes in the overall election. Council unanimously passed the motion with all members voting. Council directed the Election Review Committee to recommend whether more detailed information about election returns should be publicized.

Greg Brooks and Debbie Nolan of AMC joined Council to discuss issues relating to the election. Brooks confirmed that the membership renewal form has been rebuilt and is now working properly. Brooks explained the history behind the current configuration of the membership database. Johnson asked if it is possible to configure MemberClicks to identify lapsed members by a specific date and then automatically generate a list. Brooks replied there is; AMC only needs a policy statement from MAC to implement the changes. Council discussed a scenario in which the renewal campaign would end in mid-January, and MemberClicks would automatically notify lapsed members of their status and consequences for participation in member benefits (such as voting in the election, accessing online publications, etc.). The system would also deliver a list of lapsed members to the Membership Committee for review and action. Council agreed that the election schedule should not be altered.

The Election Review Committee will work with AMC to determine a “hard date” on which membership status would be considered lapsed.

**Treasurer’s Report**

Thoreson presented his report. Overall, MAC ended its fiscal year with a surplus of $2,681.92, which is more than was expected. Details are included in the treasurer’s report. The 2016 budget projects a $1,078 profit. Thus far, MAC has earned $60,000 from renewals and registrations. Details are included in the treasurer’s report.

**Publications**

John Fleckner, Editorial Board chair, presented his report. Council accepted the proposed redesign of interior pages. Jennie Thomas, publications coordinator, presented her report. Council discussed the proposed AI Assignment...
of Rights agreement with authors. Moore suggested that the agreement clarify in its Point #5 whether the author retains rights to the preprint or postprint. Thomas agreed to consult with Menzi Behrnd-Klodt.

Paul Eisloeffel, MAC Newsletter editor, presented his report. He described publication challenges due to the production company/printer, which failed to get address labels from AMC and print issues on schedule. He suggested that Council consider accelerating its plans to promote the pdf version of the newsletter, which does not experience such delays. However, Johnson noted that one-half of the membership still prefers to receive print copies of the newsletter. She will work with Eisloeffel and Menzi Behrnd-Klodt to develop a plan to approach the printer.

Other Reports

Daria Labinsky, public information officer, presented her report. She noted that the Regional Archival Associations Consortium (RAAC) has been invited to join the National Coalition for History. The cost to RAAC would be $4,000 annually. MARAC has pledged $1,500. Council discussed lending its support. It decided that in the absence of a well-defined advocacy agenda for MAC, it is unclear how RAAC would further MAC’s interests. Council decided to revisit the issue after it has developed an advocacy agenda, and RAAC has time to demonstrate its value for regionals.

Alexis Braun Marks presented the report of the Membership Committee. She noted that AMC continues to manually rectify join dates and that it may take a few more weeks before the work is completed.

Anne Thomason presented the report of the Education Committee. Johnson will ask the committee to review MAC’s contract with SAA regarding hosting workshops at the Annual Meeting. Council reviewed recommendations for the Speakers Bureau. It was moved and seconded to accept the recommendation of the Education Committee that MAC establish a Speakers Bureau as part of its permanent programming and focus on providing two to three workshops on various topics in the MAC region throughout the year, as implemented by the Education Committee. Council unanimously passed the motion with all members voting.

Johnson tabled discussion of whether MAC workshops should be expected to simply cover their costs or net a profit.

Council tabled discussion of proposed changes to the webmaster’s manual. Some suggested changes pertain to the webmaster’s role in the elections, and the Election Review Committee will be asked to review them.

Council accepted without discussion reports from the Louisa Bowen Memorial Scholarship Committee, the Emeritus Membership Committee, the Archie Motley Memorial Scholarship Committee, the Presidents’ Award Committee, and the vendor coordinator. Johnson will have a conversation with Miriam Kahn, Katie Blank, and AMC about questions raised in the vendor coordinator’s report.

Council will consider the report of the Documentation Working Group by e-mail.

Johnson cancelled the meeting for new Council members following the Members’ Meeting.

There being no further business to come before the meeting, it was moved and seconded to adjourn. Council unanimously approved the motion with all members voting.

Michael Doylen
Secretary

Approval

Minutes approved on May 20, 2016.

Michael Doylen
Secretary

Ready to Renew?

It’s autumn, and that means it’s almost time to renew your MAC membership! Keep an eye out for membership renewal reminders in your e-mail. And, when you renew, consider supporting MAC’s scholarship funds and other financial obligations.
This past August, the Society of American Archivists held its annual meeting in Atlanta, Georgia. I usually attend, but due to a busy calendar, I was unable to make it to Atlanta and became one of many tweeting with the hashtag #SAALeftBehind.

While many tweets were humorous and provided a reminder that not everyone knew what conference attendees were referring to, even with the hashtag of the session number, they demonstrated that not all archivists are able to attend our professional gatherings for a variety of reasons. Some missed for happy events, like the birth of a child, while others wished to attend but could not afford the time away from work, travel costs, and registration fees. It is a great reminder as to why we have professional gatherings and that the focus remains on you, the MAC membership, in our meeting planning and budgeting. Your elected MAC leadership is always interested in hearing your perspective on what works, and what doesn’t; what keeps you coming to our meetings, and what prevents you from attending.

So that no one is #MACLeftBehind, here are a few updates on the who, what, where, and when of MAC’s upcoming meetings and symposia.

**Fall Symposium, Ann Arbor, Michigan, October 7–8, 2016**

As you read this, time is short before this fall’s Symposium, “Archivists and Copyright.” There may still be spaces left! Details are on the MAC website and the front page of this newsletter.

**Annual Meeting, Omaha, Nebraska, April 5–8, 2017**

Known as the “Gateway to the West,” home of the Reuben sandwich (really), and birthplace of Warren Buffett, Gerald Ford, and Malcolm X, join us in Omaha as Nebraska celebrates its 150th anniversary in 2017. While there, you can enjoy the Old Market area, a fantastic selection of restaurants, and a vibrant art and music scene. It will also be an opportune time to celebrate MAC’s 45th anniversary! Please mark your calendars and plan to attend the 2017 Annual Meeting hosted by our Local Arrangements Committee cochaired by Mary Ellen Ducey, University of Nebraska–Lincoln, and Amy Schindler, University of Nebraska–Omaha. The Program Committee, cochaired by Sasha Griffin, Denison University, and Harrison Inefuku, Iowa State University, is currently evaluating the responses to the call for proposals and is planning on an incredible slate of sessions. In addition, look for an upcoming call for the poster session.

**Fall Symposium, “Transitioning from Good to Great Exhibits,” Columbus, Ohio, October 12–13, 2017**

Most archivists are faced with creating exhibits, from one-case displays to multilayered exhibits, but often do not have the necessary training to build them efficiently and effectively. Join MAC in Columbus, Ohio, to learn exhibit planning and development, engagement, learning opportunities, assessment, and outreach. Our hosts are Lisa Carter, associate director for Special Collections and Area Studies, and Tamar Chute, university archivist, both at The Ohio State University. The instructors will include Jenny Robb, curator of the Billy Ireland Cartoon Library and Museum.

**Annual Meeting, Chicago, Illinois, dates and place TBA**

MAC’s birthplace is Chicago, and we have been away from home since 2010. The Chicago Local Arrangements Committee, headed by Andrea Bainbridge, DePaul University, and Andy Steadham, Rotary International, in cooperation with the Chicago Area Archivists, is working with Debbie Nolan of AMC Source to identify a MAC-friendly location. Watch this column as well as future announcements from MAC for more information.

Where to next? MAC’s 2018 Symposium and future meetings are waiting to come to you! If you have ideas or would like to consider hosting a meeting, please feel free to contact me at moore144@umn.edu. I would welcome the opportunity to help you plan out a proposal and to make sure no one is left behind.
MAC Seeks Nominations for Presidents’ Award

The MAC Presidents’ Award was established in 1986 as a means for MAC to recognize significant contributions to the archival profession by individuals, institutions, and organizations not directly involved in archival work but knowledgeable about its purpose and value. A committee comprising the three most recent past presidents of MAC chooses recipients based on nominations submitted by committees in each of the 13 states in the MAC region. Each state committee may put forward only one nomination per year. As many as three awards may be presented each year. Recipients are invited to attend the Members’ Meeting held at MAC’s Annual Meeting to receive their awards.

To nominate someone, please complete the nomination form on the MAC website and address it to the appropriate state chair no later than January 13, 2017. Full contact information for the state chairs can be found on the MAC website, under “MAC Presidents’ Award,” www.midwestarchives.org/presidents-award, along with a list of the award’s past recipients. For additional information about the award and guidelines, please contact Tanya Zanish-Belcher at zanisht@wfu.edu.

Call for Emeritus Member Nominations

Each year, the MAC Membership Committee solicits nominations from the MAC membership of candidates to whom to award the status of Emeritus Member. Nominees must be retired from archival work and have been MAC members for a minimum of 10, not necessarily consecutive, years. More important, nominees must have made significant and substantial contributions to MAC during their archival careers. The Emeritus Membership Award and special membership status of Emeritus Member were created to recognize those who have contributed to the success, growth, and visibility of MAC through committee work, programming, outreach, and governance.

The award intends to recognize those who work behind the scenes for MAC, as well as those who have been honored by election to office. To nominate someone, download the application and instructions at www.midwestarchives.org/assets/documents/emeritus_form.pdf, and send it to Alexis Braun Marks at abraunma@emich.edu by January 31, 2017.
Nominate Someone Deserving the Distinguished Service Award

MAC’s Distinguished Service Award recognizes the otherwise unsung contributions of our MAC friends and colleagues. Please take a moment to think of all the people you know who have been quietly contributing their time and talents to MAC: the people who offer to serve on committees and are ready to fill in as workshop leaders for session participants who withdraw at the last minute, or those who will happily work at the registration table when they learn that someone has just canceled, or those who can whip up a quick article for the newsletter when you need to fill that last quarter-page. Now take a few minutes to put into words why MAC should recognize at least one of those people, and submit your description on the MAC Distinguished Service Award nomination form posted on the MAC website, www.midwestarchives.org/assets/dsaform.pdf.

The Distinguished Service Award was created to recognize individuals who give generously of their time and talents with little or no formal recognition and likely have never served in an elected MAC position. Since its inception, MAC has given this award to a very small group of deserving individuals. Please consider nominating someone for his or her dedication to MAC. The deadline for nominations is January 31, 2017. For guidelines, visit midwestarchives.org/distinguished-service-award. For more information, contact Tanya Zanish-Belcher, zanisht@wfu.edu.

Between Meetings Council Actions

On May 20, 2016, Council unanimously approved the minutes of the April 28, 2016, Council meeting as corrected. All members voted.

On May 20, 2016, Council unanimously approved Alexandra Orchard as Archival Issues editor and chair of the Editorial Board. All members voted.

On June 2, 2016, Council unanimously approved the formation of the MAC Election Review Committee. Charge:

To evaluate all aspects of MAC elections in light of recent election recounts. The committee should review all guidelines and procedures governing MAC elections, work with AMC to outline the MemberClicks process, identify MAC roles involved in the election process, evaluate the timing of elections, and fully understand how MAC elections work.

The committee will make recommendations for improvements to the election process. Preliminary recommendations are due to Council on October 6, 2016, at the Ann Arbor Council meeting. Final report due to Council on April 6, 2017, at the Omaha Council meeting. Members of the committee are Secretary Michael Doylen serving as chair, Tamar Chute, Amy Cooper Cary, and Joshua Ranger.
2016 Emeritus Scholarship Winners Give Thanks

Derek Potts

I would like to take this opportunity to thank the Midwest Archives Conference for providing me with funding through the 2016 MAC Emeritus Scholarship. As a current graduate student at the University of Illinois at Urbana-Champaign and part-time employee at DePaul University Special Collections and Archives, I am grateful for the financial support that helped offset my lodging and transportation costs associated with participating in the Milwaukee Annual Meeting. Because of this aid, I was able to attend my first Annual Meeting—an experience that blended archives ideas with camaraderie.

I am happy to report that I greatly enjoyed this experience, walking away with an overall sense that archivists are called upon to make active professional choices while considering different ways of approaching issues and challenges. This began during the plenary session when Dennis Meissner of the Minnesota Historical Society advocated for an archives field where “inclusion fosters increased diversity.” I appreciated his emphasis on connecting personal choices to “cultural competency” and community involvement. Anne Thomason of Lake Forest College presented another interesting perspective about collaborating with communities, noting that collections may not need to stay in one location forever—“the most important thing is the collection/community.” Bowling Green’s Nancy Down offered an intriguing example of creating new materials access points. She shared a practice involving a videotaped metadata description of a 3-D object to better present information about an item that may move or make sound.

These and other professional workplace solutions showcased during the conference offered me many useful approaches to my job and graduate studies. I walked away feeling empowered. In her excellent presentation about a simple approach to accessioning, my DePaul colleague Andrea Bainbridge concluded that archivists should not be afraid to “just try something.” Combined with the standards and best practices that I am learning on the job and in school, I value the encouragement to make creative choices that support preservation and community engagement. I look forward to future MAC presentations and other archives-related field reports detailing the successes and challenges of implementing different strategies. I ultimately believe that my participation in this conference has put me in a better position to actively connect more people to historical materials in the most inclusive ways possible.

Laurel Rhame

My final semester at the University of Iowa’s School of Library and Information Science was a stressful time. In addition to coursework and a poster presentation, I was scouring the Archives Gig website, sending cover letters to every corner of the country, and keeping track of my progress via an alarmingly colorful set of spreadsheets. During this time, I attended my first MAC meeting in Milwaukee, Wisconsin.

I didn’t know what to expect from MAC—would the sessions be relevant to a new professional? Would members be welcoming?

My first question was answered immediately upon seeing the conference schedule. I knew then that not only would the sessions be applicable to me, but also that my one problem would be selecting only a single session to attend during each time slot. The workshop “Career Planning for Archivists,” presented with authority, humor, and grace by Beth Myers and Tanya Zanish-Belcher, was my introduction to MAC, and I couldn’t have dreamed of a better session. Through active discussion and self-assessment, Tanya and Beth encouraged attendees to consider our current positions—what we enjoy about them, what we might wish to change—and to pinpoint our priorities as we move forward in our careers. A job is more than a salary, of course. It’s everything from health insurance and vacation days to professional development and workplace culture.

This session helped me focus on the questions I need to ask of prospective employers and of myself. After the workshop, I was able to take a deep breath and distill my application process. I could eliminate positions from consideration based on the factors that matter to me the most and devote my time and energy only to opportunities I saw as the right fit. I could spend less time on my spreadsheets.

Beyond the sessions I attended, I met MAC members who were unfailingly generous with their time and experience. They did not guard their trade secrets, but shared them widely with their colleagues. They commiserated over shared challenges and celebrated one another’s successes.

These are the people I want to know. These are the people I want to work with. I hope to see them all again next year.
Ayoola White

As I write to you now, I am living in Ann Arbor, Michigan. I am here for the summer participating in the Research Experience for Master’s Students (REMS) program at the School of Information at the University of Michigan. In this program, I am conducting research on the impact of public library services and programs other than the circulation of books. So far, I have interviewed library professionals, library volunteers, and library users at 12 different libraries and heard of inspiring impacts such as people finding employment after being laid off and starting new businesses based on what they learned at the library. Although this research is not explicitly about archives, I am very curious about how impact is measured in that realm as well. This experience has really given me insight into how difficult it is to know the impact of public institutions such as libraries and archives, even when we are pretty certain that there is one.

The near future of my educational and professional life will be decidedly more archives-focused. Although I was not able to attend the Midwest Archives Conference in Milwaukee this past April, I will be attending the Society of American Archivists’ conference in Atlanta in August. I am looking forward to learning new things and meeting new people. I might even meet some MAC folks there! In addition, I will be taking my first archives class this fall semester. It is exciting to know that I will be starting to learn the “ins and outs” of the profession very soon.

The Archie Motley Memorial Scholarship has been instrumental to me in the start of my journey to be trained as an archivist. This scholarship was the first one that I received in my graduate school career, and winning it gave me a confidence boost that allowed me to go on and win other scholarships, such as the Society of American Archivists’ Mosaic Scholarship, the American Library Association’s Spectrum Scholarship, and the Mensa Foundation’s Lester London Award. As a result of all these scholarships, including the Archie Motley Memorial Scholarship, I will not have to take out any loans for the 2016–2017 academic year. I used the Archie Motley Scholarship in particular to begin to pay off loans incurred in the spring 2016 semester. I offer my humble thanks to the Midwest Archives Conference for this wonderful gift.

Coral Salomón

I am writing to express my sincere gratitude to the Midwest Archive Conference for making the Archie Motley Memorial Scholarship possible. I was thrilled to be selected as one of the scholarship’s recipients. I am tremendously appreciative of the selection committee and MAC for the support. I am sure it wasn’t easy to narrow down the recipients of the scholarship.

I was born and raised in Puerto Rico. Due to the current financial situation on the island, I had to move to the United States in pursuit of employment. Currently, I am enrolled in Pratt Institute’s master of science in Library and Information Science, where I am one of the few Latinas. I am also the library and archives assistant at the Center for Puerto Rican Studies (Centro de Estudios Puertorriqueños). My mission to become an archivist is grounded on the principle of empathy. I love making rare materials accessible, especially materials pertaining to Latin America, while assisting in safeguarding history. I am financing my master’s studies, which isn’t always easy. However, the recognition and economic assistance provided by this scholarship is very encouraging, and thanks to the Archie Motley Memorial Scholarship I am one step closer to accomplishing my goals.

I am very thankful to MAC for the generosity and support. Part of my devotion to this profession comes from the solidarity and the commitment to social justice I witness in fellow classmates and colleagues. Efforts like the Archie Motley Memorial Scholarship make me realize how fortunate I am to be a part of this profession.
Fall for Archival Issues (All Over Again)

By Alexandra A. A. Orchard, Archival Issues Editorial Board Chair

Archival Issues has held a place in my professional practice since my first archives course, archival administration, taught by one of my mentors and former Archival Issues editorial board member Dr. Joe Turrini. Joe’s selections from Archival Issues included articles on arrangement and description, audiovisual materials, and digital records. The breadth of coverage from a single course reveals the diversity of Archival Issues’ topics and highlights its relevance to students and professionals at all experience levels.

Additionally, Joe was my first introduction to the immense support that abounds in the archives community. This too is found at Archival Issues, something I observed and contributed to as a board member and experienced, especially from immediate past editor, John Fleckner (thank you!).

Scholarship, like that found in the peer-reviewed Archival Issues, provides a medium for archivists to share their ideas and work. Similar to the archival community itself, scholarship is held together through a support structure, standing on the work that came before it and holding up that which will come after. Archival Issues serves as a cornerstone by giving a voice to those in the archival community.

I am honored to take my turn leading these efforts as I begin my term as editorial board chair. Please join me in falling for Archival Issues, and support the profession and your colleagues by submitting a piece. I encourage both new and experienced authors to send in submissions and always feel free to contact me with any questions at alexandra@wayne.edu.
MAC NEWS—Continued
Mary Wallace, Assistant Editor

Fall Reading: Archival Issues, Volume 37, Number 2, 2016
By John Fleckner, Archival Issues Editorial Board

MAC members and subscribers to Archival Issues: Journal of the Midwest Archives Conference had 100 pages of new fall reading delivered to their postal mail boxes or made available online. Four articles in AI 37:2 cover a wide range of professional topics including ethics, education, university records management, and opportunities for archival outreach in the digital era.

Elizabeth Joffrion (Western Washington University) and Lexie Tom (Northwest Indian College) analyze two decades of collaboration between the University Library’s special collections and the Lummi Nation in an effort to develop “responsible and sensitive stewardship of Indigenous cultural resources.” Joy Ellen Freeman (Kennesaw State University) reports on the Archive-It K–12 Web Archiving Program, a partnership between the Library of Congress and the Internet Archive’s Archive-It service and a demonstration of one form of participatory archiving. Cliff Hight and James W. Smith (both Kansas State University) use a pilot records survey project in the Office of the Provost to reinvigorate records and information management efforts in their University Archives. Jacquelyn Slater Reese (University of Oklahoma Libraries) draws technical and managerial lessons from a grant-funded crowdsourcing project that transcribed nearly 1,600 pages of Civil War documents.

Ten book reviews round out AI 37:2. The volumes critiqued include two in Kate Theimer’s Innovative Practices series: Appraisal and Acquisition and Educational Programs. Also reviewed are two books on teaching with primary sources and two on library-archives relationships. Two books reviewed examine the place of records in painful historical moments: Holocaust-era France and Germany and 1970s Cambodia. Completing the list of reviewed books are a study of records and information management and a collection of essays on rights in the digital era.

Archival Issues welcomes submissions at all times and on all archives and records topics. New and experienced authors are encouraged to send manuscripts and direct inquiries to Editorial Board Chair Alexandra A. Orchard: alexandra@wayne.edu.
News from the Midwest

Assistant Editors: Troy Eller English, Wayne State University, and Alison Stankrauff, Indiana University South Bend.

Please submit News from the Midwest items for Illinois, Iowa, Michigan, Nebraska, North Dakota, and Ohio to Troy at au2050@wayne.edu and items from Indiana, Kansas, Kentucky Minnesota, Missouri, South Dakota, and Wisconsin to Alison at astankra@iusb.edu. Submissions must be 150 words or less. Images are welcome!

ILLINOIS

Illinois Wesleyan University

National Sports Media Association Hall of Fame sportswriter and Illinois Wesleyan University alumnus Dave Kindred has donated a wealth of materials documenting his 50-year career as a sportswriter to the university’s Ames Library, Tate Archives and Special Collections. The collection comprises approximately 45 boxes of materials, a significant portion pertaining to Muhammad Ali, about whom Kindred began writing 50 years ago. The collection includes audio recordings of interviews Kindred conducted for his books Sound and Fury (2006), a portrait of the decades-long relationship between Ali and sportscaster Howard Cosell, and Morning Miracle: A Great Newspaper Fights for Its Life (2010), a behind-the-scenes look at the decline of the newspaper industry. Also included are more than 300 of Kindred’s reporter’s notebooks, scrapbooks from his trips covering the Olympics, and personal correspondence with readers, friends, and family members. The collection opening is scheduled for late 2017. Visit www.iwu.edu/news/2016/kindred-donates-50-years-of-sportswriting-material.html for more information.

Southern Illinois University Carbondale

The Special Collections Research Center of Southern Illinois University Carbondale has digitized and made available recordings of Insight, a local public affairs radio program broadcast on radio station WRAJ in Anna, Illinois, between 1965 and 1977. The collection includes 453 interviews with such national celebrities as Walter Cronkite, Bob Hope, Arthur Godfrey, Colonel Sanders, Spiro Agnew, Ann Landers, Peter Jennings, Danny Thomas, Nancy Reagan, and Ralph Nader, and Southern Illinois University figures like Delyte Morris, John Y. Simon, and Buckminster Fuller. Host and WRAJ owner/operator Don Michel also interviewed many local people, returning Vietnam veterans, and former prisoners of war. Alerted by tickertape, Don Michel covered the 1963 assassination of John F. Kennedy from Anna, talking by phone to the officer who arrested Lee Harvey Oswald and later interviewing Oswald’s landlord, a coworker, and others. He also covered the Warren Commission findings and the investigations of New Orleans prosecutor Jim Garrison. Together, this collection of interviews brings to life the social, cultural, and political currents of the 1960s and 1970s in southern Illinois and beyond. Find more at collections.carli.illinois.edu/cdm/landingpage/collection/sic_insight.

INDIANA

Ball State University

The Ball State University Libraries was recently awarded an Institute of Museum and Library Services Library Services and Technology Act (LSTA) grant in the amount of $14,980 to digitize the Indianapolis Department of Parks and Recreation Landscape Architectural Drawings Collection held at the Drawings + Documents Archive in the College of Architecture and Planning. The collection chronicles the development of the extensive park and boulevard system in Indiana’s largest metropolitan area from the nineteenth century to the mid-twentieth century and provides an unparalleled look into the creation of both major destination parks and small neighborhood parks, as well as the tree-lined boulevards that traverse the city thoroughfares. The LSTA grant will provide funds to hire a project assistant; purchase supplies; and digitize three damage assessment rolls, 1,400 landscape, engineering, and architectural drawings and presentation boards, and 2,345 aperture cards for over 200 Indianapolis parks, parkways, golf courses, bridges, boulevards, playgrounds, amphitheaters, stadiums, greenhouses, and other public facilities managed by the Indianapolis Department of Parks and Recreation from 1898 to 1988. The majority of the collection dates from 1900 to 1920.

Indiana State Library

Fourth grade students from around the state were asked to decorate special, acid-free birthday cards supplied by the Rare Books and Manuscripts Division while briefly explaining “Why do you love Indiana?” and “What does being a Hoosier mean to you?” To date, the division has received nearly 10,000 cards from organizations, libraries, and public and private schools. The collection will provide future researchers a glimpse into the hearts and minds of Hoosier children of today, celebrating Indiana’s bicentennial. Fifteen hundred cards will be displayed at the library until Statehood Day on December 11, 2016.
Purdue University Northwest

On July 1, the unification of two campuses, Purdue Calumet and Purdue North Central, took place and has formed Purdue University Northwest. Since then, the campuses have been in the process of merging the University Archives. They are now implementing changes to create three repositories for one institution. The University Archives is also creating a social media initiative to keep everyone informed as to the many changes. See guides.pnw.edu/pnwarchiveandspecialcollection.

Riley Hospital Historic Preservation Committee

October 7 is the birthday of the Hoosier poet, James Whitcomb Riley, a date commemorated by the Riley Hospital Historic Preservation Committee (RHPC) with an informational and educational display in the hospital’s lobby on that date. “Our goal is to help hospital staff and families learn about key dates in our hospital’s history through our displays,” says Dr. Richard Schreiner, chairman of the RHPC. Riley Hospital for Children at Indiana University Health was formally dedicated on October 7, 1924, in Indianapolis. Many important hospital events throughout its history have been held on October 7.

Vanderburgh County Clerk’s Archives

The Vanderburgh County Clerk’s Archives is completing the digitization and indexing of its 1886 and 1890 Soldiers, Widows, and Orphans Registries. Required by the Indiana State Legislature in 1886, the registries are an account of resident veterans’ participation in military conflicts during the War of 1812, the Mexican-American War, and the Civil War, and conflicts with Native American tribes, as relayed by veterans or their survivors. This project allows the public to view these records for the first time in at least two decades. Of particular interest are the previously unknown registrations of 28 African American veterans of the Civil War who served on both sides of the conflict. The Indiana State Archives will care for the originals. Future plans include a collaborative unveiling of these records with the African American Museum of Evansville.

IOWA

Iowa State University

Special Collections and University Archives (SCUA) has invited Liz Garst, granddaughter of famous Iowa farmers and citizen diplomats Roswell and Elizabeth Garst, to give a lecture at Iowa State University for American Archives Month. On October 3, Garst will share how it came to pass that Soviet premier Nikita Khrushchev and his family visited the Garst family farm in 1959. Her talk will include a history of agricultural development in Iowa, including the mid-century explosion of farm productivity based on the hybrid seeds, machinery, fertilizers, and livestock technologies promoted by her grandfather. She will also share images from the family papers, which are housed at SCUA. This lecture is cosponsored by the ISU College of Agriculture and Life Sciences, Humanities Iowa, Silos and Smokestacks, and the University’s Committee on Lectures (funded by Student Government).

University of Iowa

Iowa City in the 1960s was groovy and far-out! Find out more for yourself from an online exhibit recently launched by the UI Libraries, Uptight and Laid-back: Iowa City in the 1960s. Images, documents, film and sound clips, and more were selected from the University Archives and other sources, and more content is continuously added. Visit dsps.lib.uiowa.edu/sixties.

(Continued on page 18)
KANSAS

Kansas State University Libraries’ Special Collections

Kansas State University Libraries’ Richard L. D. and Marjorie J. Morse Department of Special Collections has received nearly 50 years of organizational archives from the Consumer Federation of America (CFA). The CFA is an association of almost 300 nonprofit organizations that conduct consumer research, advocacy, and education. The collection includes minutes, congressional testimonies, press releases, and surveys with research potential for scholars interested in consumer history. The CFA archive has been processed and is searchable on Archon, and the annual reports and CFA News, the organization’s newsletter, are being digitized. Content will be linked from online finding aids. The CFA archive is the latest addition to the expansive Consumer Movement Archives (CMA). The CMA was established by one of the department’s namesakes, the late Richard L. D. Morse, a professor emeritus who served on the U.S. Consumer Advisory Council under Presidents Kennedy and Johnson. Visit www.lib.k-state.edu/cma for more information.

Pittsburg State University

The Special Collections and University Archives at Pittsburg State University announces the exhibit The Evolution of Upton Sinclair’s The Jungle: From Girard, Kansas, to American Classic. This exhibit traces the development of Upton Sinclair’s The Jungle from its original commissioning and serialization in 1905 by the Girard socialist newspaper, Appeal to Reason, to its shorter first edition in book form published by Doubleday, Page, and Company in New York in 1906, to subsequent and later printings. Sinclair intended to write a book exposing unsafe working conditions in the meat-packing industry, but in so doing also exposed unhealthy and unsanitary meat- and food-processing practices, resulting in the Pure Food and Drug Act of 1906. This exhibit uses items from the collections of the Appeal to Reason press; materials from the papers of its editor, J. A. Wayland; and another early version of The Jungle that appeared in 1905 in the Appeal to Reason’s quarterly magazine, One-Hoss Philosophy. The exhibit also displays recent printings in book form of the original versions that ran in Appeal to Reason and One-Hoss Philosophy. The exhibit will run through the entire fall 2016 semester.

KENTUCKY

Filson Historical Society

The Filson Historical Society recently acquired two collections from legendary country songwriter Tom T. Hall on behalf of himself and his late wife, Dixie Hall, also a songwriter. The Dixie Hall Musical Composition Collection is comprised of lyrics, demo recordings, and correspondence from Dixie Hall’s prolific career as a bluegrass songwriter. The Tom T. and Dixie Hall Instrument Collection consists of musical instruments, including one of Tom T. Hall’s songwriting guitars, a banjo Hall used on stage regularly, and several instruments used at the Halls’ recording studio. The collections will be open to researchers beginning in fall 2016.

University of Louisville Libraries

The University of Louisville Libraries announces one expanded addition and two new ones to its Digital Collections. The Margaret M. Bridwell Artists’ Book Index is a growing index that compiles unique and limited-edition books created by artists. Its detailed metadata documents each book’s material, technique, and style, making it an excellent research and teaching tool. The Irwin-Hilliard Collection features interior and exterior photographs of six family homes in New York, Kentucky, and California associated with descendants of New York State book and art collector Theodore Irwin and Louisville stockbroker J. J. B. Hilliard. Of the six homes, three (including the one in Louisville) are still standing and have been designated historic homes. The Furnas Family Album Collection has been augmented with nearly 300 additional images of a Louisville-based extended family’s home life and travels over a century ago. The acquisition was secured from the donor after the earlier collection went online. See digital.library.louisville.edu.

MICHIGAN

Michigan Technological University

The Michigan Technological University Archives and Copper Country Historical Collections recently received a $7,000 grant from the Keweenaw National Historical Park
Wayne State University

The Reuther Library’s National Film Preservation Foundation grant to restore, preserve, and digitize two newly discovered historic Wayne State University films is complete. The films, made in 1925 and 1932, were cleaned, restored, and migrated to high-definition digital files. The university’s “class games,” which took place every fall and pitted the classes against each other in physical contests like pushball or tug-o-war, feature prominently in the films. The films also show student activities, dances, and athletic events. The completion of the grant coincides nicely with the university’s sesquicentennial celebrations in 2018 and with Wayne State’s athletic department’s centennial celebration in 2017. In a separate project, the Reuther has digitized never-before-seen footage following Detroit’s 1967 civil unrest that shows military vehicles patrolling neighborhoods and residents walking past burned-out buildings and sidewalks filled with debris. View the films on the Reuther Library’s YouTube channel at www.youtube.com/channel/UCnvFX0YjTj8hfQpMwZNo_Hw.

MINNESOTA

Minnesota Military Museum

The Minnesota Military Museum was awarded a $6,280 Minnesota Historical and Cultural Heritage Grant to fund the conservation and digitization of four silent, black-and-white, 16mm motion picture films taken on location at Camp Ripley in the early to mid-1930s by members of the Minnesota National Guard. These films show the review of the Minnesota National Guard regiments by Minnesota governor Floyd B. Olson and Adjutant General Ellard A. Walsh. The museum was also awarded a $3,730 National Film Preservation Foundation Basic Grant for the conservation and digitization of another film taken by the Minnesota National Guard in the early 1930s that documents the WPA construction of Camp Ripley. Once both of these projects are completed, they will be available online through the Minnesota Reflections project website provided by the Minnesota Digital Library.
WASHINGTON UNIVERSITY DEPARTMENT OF SPECIAL COLLECTIONS

The Washington University Department of Special Collections has partnered with the Women, Gender and Sexuality Studies Department to develop Mapping LGBTQ St. Louis. Funded by a Divided City Initiative grant, this project is gathering historical information about St. Louis places connected to the queer community (1945–1992). Community partners also include the Missouri History Museum and the St. Louis LGBT History Project. The launch of a digital map and online public interface using GIS mapping tools is anticipated in March 2017. Visit library.wustl.edu/mapping-lgbtq-st-louis for more information.

OHIO

Cincinnati Museum Center

The Cincinnati History Library and Archives at the Cincinnati Museum Center is closed to the public until late 2018 to facilitate the renovation of the historic Union Terminal. Guests are unable to visit but can e-mail reference questions to library@cincymuseum.org and can access the library’s online catalog, digital journals, and other local history resources on the library’s website (library.cincymuseum.org). Learn more about the renovation project at www.cincymuseum.org/union-terminal/restoration.

SOUTH DAKOTA

South Dakota Cultural Heritage Center

The South Dakota Cultural Heritage Center in Pierre has opened a new exhibit, Building South Dakota, which shows how the state’s built environment has changed over time. Visitors follow a highway painted on the floor up the stairs to the exhibit, where large images tell the story of South Dakota’s building evolution. Visitors of all ages can put together their own cities or farms using hands-on activity tables. The view out the Observation Gallery windows is incorporated into the exhibit with explanation panels that discuss the state capitol building and identify visible Pierre and Fort Pierre structures. Short videos on various South Dakota structures are shown on a large screen. Building South Dakota will be up for two years.

WISCONSIN

Diocese of Fond du Lac, the Episcopal Church

The Archives of the Diocese of Fond du Lac, the Episcopal Church in northeast Wisconsin, has recently found a new home. Housed for the past 50 years in the former Diocesan Office behind St. Paul’s Cathedral in Fond du Lac, Wisconsin, it was moved this spring to the current offices in Appleton, Wisconsin. The reason for the move was access. A 45-minute drive from Appleton to Fond du Lac was quite limiting for the archivist, Matthew Payne. Regular processing and access to quality digitization equipment will allow for even greater access in the future.

Recollection Wisconsin

Recollection Wisconsin, the state’s collaborative digitization program, was recently awarded a grant from the National Endowment for the Humanities to locate, inventory, and plan for the digitization and preservation of hidden, at-risk audiovisual materials from collections across Wisconsin. This year-long planning project, entitled Listening to War: Uncovering Wisconsin’s Wartime Oral Histories, will bring to light oral history collections capturing personal accounts of Wisconsin veterans and civilians during twentieth-century conflicts. The project will seek out collections likely to be at high risk for loss to ensure that this important content does not permanently vanish from the historical record. The grant supports the hiring of Dana Gerber-Margie as the digital archives assistant who will travel to memory institutions across Wisconsin to inventory and assess identified collections. For more information, visit recollectionwisconsin.org/wioralhistory.

The St. Joseph Morning Herald front page from February 14, 1862. The daily paper provided the northwest Missouri town with a connection to the large metropolitan regions in the East by covering local, national, and international news. Photo courtesy of the State Historical Society of Missouri.
The benefits of collecting and contributing to a particular community’s historical representation and archival manifestation are manifold. The act of archiving the culture of a unique group of people not only enables some method of preservation and protection, it also serves as a mode of activism geared toward the depiction of different voices, identities, and communities. For instance, archival institutions dedicated to the lesbian, gay, bisexual, transgender, queer/questioning, and others (LGBTQ+) community collect items that pertain to and illustrate that group’s cultural spectrum, the materials themselves comprising a variety of ephemera, manuscripts, images, documentation, oral histories, artwork, moving pictures, and even comic books. In addition, these archives aim to undo the marginalizing and silencing that the community and its members have endured over time. Leonard Kniffel delineates the social, political, and cultural history of LGBTQ+ individuals as “a history that had to be pieced together and separated from the literature of fear and ignorance in which it was buried.” The decades-long skirmish that the LGBTQ+ population has experienced with identity politics, prejudice, and misrepresentation in the media has resulted in a deficient historical record; fortunately, efforts made in recent years by multiple institutions target these archival gaps.

While myriad repositories, museums, and archives work to preserve the histories, records, and gradations of LGBTQ+ culture, the availability of online sources has surged. Organizations are making their web presences publicly accessible and more interactive by adding comprehensive information about their collecting policies, enabling keyword search capabilities, customizing resource guides, creating digital collection records, and proposing other valuable features.

GLBT Historical Society Archives and Museum

The GLBT Historical Society Archives and Museum, glbthistory.org, is a combined museum and archival institution located in San Francisco, California. Also a nonprofit organization, the GLBT Historical Society aims to document and preserve the histories of gay, lesbian, bisexual, and transgender communities. The society was founded in 1985 and has since grown into a globally recognized chronicler of GLBT culture and history. Fortunately for those who do not reside in the Bay Area, the GLBT Historical Society Archives and Museum routinely updates its website with information regarding the organization’s collections, articles recently published by the society, e-mail newsletters, upcoming events, volunteer opportunities, and more. The archives’ web page provides an overview of the materials, including their available formats, sizes, and subject matters; suggests research guides; describes the repository’s donation policy; spotlights the media collection; and offers a user-friendly search capability. The “Search the Collections” feature allows users to choose to explore the archival collections, digitized audio collections, or obituaries gathered from the Bay Area Reporter. The museum’s web page promotes the institution’s current, upcoming, and online exhibitions with brief descriptions and links to individual pages that dive into the exhibits and their content, meaning, and historical significance, in greater depth. In addition to the abundance of images available on the GLBT Historical Society’s website, the organization’s Flickr account, YouTube channel, and other visually engaging social media outlets are advertised and easy to access.

The Lesbian Herstory Archives

The Lesbian Herstory Archives, lesbianherstoryarchives.org, located in the Park Slope neighborhood of Brooklyn, New York, is the world’s largest collection of materials about the lesbian community. Founded in the mid-1970s as a consciousness-raising effort, the Lesbian Herstory Archives (LHA) exists “to gather and preserve records of Lesbian lives and activities so that future generations will have ready access to materials relevant to their lives” and engages in noninstitutional archival practices to function as an exclusively community-driven group. On the organization’s website, virtual tours by floor or by collection are available, so that interested parties on a global scale can view the community gathering space, library, and museum hybrid that constitute the Lesbian Herstory Archives. LHA newsletters since the group’s founding in 1975 have been archived and are downloadable, offering insight into the inception, key players, and principles of the archives over several decades. The Digital Collections web page describes the video, oral history, and photograph projects undertaken by the LHA, with links to their digitized

(Continued on page 22)
manifacations and to the organization's photo sampler supported by the research initiative New York Heritage Digital Collections.

The LGBT Community Center National History Archive

The LGBT Community Center National History Archive, gaycenter.org/archives, located in Manhattan's West Village neighborhood, is just one aspect of the center's multilayered purpose. At the LGBT Community Center, LGBT populations are celebrated and supported by the implementation of public health and wellness programming, art and cultural events, family and youth services, general and professional resources, and, of course, the National History Archive, which has been working since 1990 to chronicle and preserve LGBT histories. The wide range of material types collected and maintained at the center's archive include correspondence, periodicals, personal diaries and papers, comics, radio sound-bites, video broadcasts, photography, and more. Though the archive is only physically accessible by appointment or during weekly drop-in hours, its website provides an interactive time line tracing the organization's history, an archive gallery, and searchable finding aids. Listed under the “Complete Archive” tab, records about the center's 139 archival collections are rife with detail about the materials' provenance, background history, scope, and folder contents; in some cases, item-level description is available.

ONE National Gay and Lesbian Archives

ONE National Gay and Lesbian Archives, one.usc.edu, associated with the University of Southern California Libraries, is the largest repository of LGBTQ materials in the world. Presently, the institution maintains over two million items that range extensively in format, medium, and content. Made an affiliate of the USC Libraries in 2010, ONE Archives has been a functioning repository since 1952, and it continues to carry out its mission of collecting, preserving, and providing access to LGBTQ resources and queer histories today. While the incredible size of the archives' holdings and the extent of its scholarship may seem overwhelming to those unfamiliar with the institution, the archives' Internet presence provides ample information about donating materials, scheduling tours, conducting research, hosting events, viewing unprocessed collections, reading room etiquette, visiting, and an assortment of other public activities at ONE Archives. Collection, exhibition, and programming details are available on the homepage, including archived information about past exhibits and programs through 2011. The “Publications” tab takes users to a list of catalogs created by various curators and artists as supplementary materials to exhibitions presently or recently on view, like the Stand Close, It's Shorter Than You Think: A Show on Feminist Rage exhibition on display during the spring and summer of 2013. In terms of ONE Archives' holdings, users can conduct in-depth searches via the “Collections” tab, where

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**Archival Resources on the Web—Continued**

**Eric Willey, Assistant Editor**

**LGBTQ+ Archives**

*(Continued from page 21)*

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ARCHIVAL RESOURCES ON THE WEB—Continued

Eric Willey, Assistant Editor

online catalogs for books, periodicals, art, photography, audiovisual items, posters, museum objects, digital library materials, and even subject files are available. Supported by the Online Archive of California (OAC), a network offering free public access to primary resource descriptions provided by institutions throughout the state of California, the 600-plus archival collections housed at ONE Archives are also searchable online.

OutHistory

OutHistory, outhistory.org, was officially launched in 2008 as the product of a grant-funded initiative spearheaded by Jonathan Ned Katz, author of Gay American History, a revolutionary resource about the history of sexuality published in 1976. Katz envisioned OutHistory as a communal forum where research about LGBT history, its discovery, and its creation could be shared among users and propagated in a safe digital environment. The content on the website is exhaustive and updated regularly, making sure to plug “This Week in History” historical events and “OutHistory Highlights,” a segment for featured posts or new additions to the forum. The sidebar on OutHistory’s homepage has a list of search filters that include time period, people, subject, and multiple format types for users interested in perusing the research materials available on the site. In addition, the sidebar contains information about user participation for those who wish to create content for OutHistory, make donations, find networking opportunities, or offer their own personal stories about queerness to share on the forum. One of the most valuable facets of the OutHistory website is its “Links” page, which is essentially an extensive catalog of other available resources on the Internet that focus on LGBT history and community. The links are categorized by the nature of their content, like websites for archives and online collections or websites with a topical focus. Not only does OutHistory function as its own communal LGBT resource, it also promotes other online projects that share a similar mission and user base.

Notes


Aeon is not another front end system. Really.

Other systems are about description and discovery.

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We play nice with others.
Leonard H. Axe Library at Pittsburg State University (PSU) in Pittsburg, Kansas, actively seeks opportunities to support student success and learning. In the fall term of 2016, Dr. Jamie McDaniel, a PSU English professor, was awarded a grant from the Graduate and Continuing Studies Department for an Independent Research Project to fund the building of a Digital Humanities Initiatives program. The grant was to be applied to his spring 2016 digital humanities class. McDaniel’s goal was to concentrate on the interpretation and dissemination of historical records on a topic called Working the Midwest: Professional Writing and Working-Class Rhetoric. Over the course of the spring term, Special Collections and the Digital Resources and Initiatives Center of the Leonard H. Axe Library assisted McDaniel’s class on its project from start to finish, opening up a new opportunity for direct collaboration in support of student success and learning.

Working the Midwest, Pittsburg, Kansas
Pittsburg, Kansas, has a rich history of farming and mining. It was part of the Tri-State Mining district (Missouri, Oklahoma, and Kansas) at the time the mines were at their highest production. The Pittsburg fields between the years 1876 and 1931 were rich in zinc and coal. The Special Collections Department has several collections related to the Working the Midwest topic, but they are not yet processed and were therefore not good candidates for use in McDaniel’s class. The Hearl Maxwell Collection was a good candidate to use for the project because it is small at .4 linear feet, it is processed, and it focuses on business and the mining industry in the local union district in Pittsburg, Kansas. The collection contains correspondence, broadsides, union records and circulars, convention proceedings, photographs, and publications documenting Maxwell’s activities as an officer in the local unions within District 14 of the United Mine Workers of America (UMWA).

Nature of the Digital Humanities Project
The nature of the project was to teach upper division undergraduate and graduate students about archives while introducing them to standards for handling and digitizing archives, then opening them up to new ways to interpret and disseminate primary resources through digital humanities projects. The English digital humanities course consisted of 13 students, 7 undergraduate and 6 graduate students. The collection comprises 32 folders, which were divided among the students. Graduate students were given folders with more complex items to scan or folders with handwritten letters to transcribe. Undergraduate students were required to perform five hours of work scanning and creating basic metadata for each item. The graduate students, on the other hand, were required to perform seven hours of work scanning documents, creating metadata, and transcribing handwritten letters. Optical character recognition (OCR) was also performed once all the documents were scanned. Students reviewed and studied the items they scanned, searching for different topics they could focus on for their final digital humanities projects. Topics included analysis of labor, education and class privilege, working-class rhetoric, union activity, mining culture, and document design. The projects were completed using Scalar, a digital humanities product from the University of Southern California.

Technologies in Digital Humanities
Funds from the Independent Research Project granted to McDaniel went toward purchasing technology and equipment to set up and establish a digital humanities work station within the Digital Resources and Initiatives Center (DRIC). The selection, purchase, and set-up of equipment was a collaborative effort between the IT/DRIC and the English Department. The following equipment and software were purchased or used:

- Dell PowerEdge T110 II Server
- Epson Perfection V600 Photo Scanner
- OmniPage Pro
- Adobe Photoshop Creative Cloud
- Voyant
- Scalar

A Dell PowerEdge T110 II Server with Windows Server 2012R2 operating system was purchased to store all digital files for the digital humanities class. Students scanned directly to the server using an Epson Perfection V600 Photo Scanner, and the files were backed up further to our Qnap Cloud Storage. The Epson Perfection V600 Photo Scanner is reasonably priced, comes with Epson scanning software, and is affordable for small projects like this one.
Before the students started scanning individually, they came to the Digital Resources and Initiatives Center in the library for a brief workshop to learn the basics of scanning. Because many students had varying levels of experience with technology, all of the basics were covered. They were shown how to adjust the setting on the scanning software, where to direct the files, and how to change the dpi setting for different sizes of documents. They were also provided a tutorial with screen shots to use as a guide for scanning and the CDL Guidelines for Digital Images, version 2.0 (www.cdlib.org/services/access_publishing/dsc/contribute/docs/cdl_gdi_v2.pdf). Several students who were less confident performed test scans to get a feel for the process. Metadata was presented to them in class, and each received an Excel template along with Best Practices for CONTENTdm and Other OAI-PMH Compliant Repositories: Creative Sharable Metadata, version 3.1 (www.oclc.org/content/dam/support/wcdigitalcollectiongateway/MetadataBestPractices.pdf). Each used Adobe Photoshop Creative Cloud to change their TIFF files to JPGs and crop if necessary. Because the graduate students were required to perform transcriptions, The Metropolitan Museum of Art Archives Transcription Guide (files.archivists.org/groups/museum/standards/10-MMA_Archives_Transcription_guide.pdf) was made available by the workstation.

The second half of the project incorporated analyzing the text produced by the scans. OmniPage Pro was installed on a laptop to OCR all the pages with significant text. One student indicated that it was fairly intuitive to use, the cleaner the scan the better the software performed, and making corrections was the most time consuming. Because Voyant operates with a single text file, text can be analyzed paragraph by paragraph, and some students did that for their group projects. But to get a feel for the overall collection and to narrow down its overarching themes, a single text file was created and analyzed by Voyant.

Voyant is a text analysis web application that produces word bubbles and graphs for keywords that appear and overlap in the text. It also provides a more comprehensive reading to identify trends within the text. The students used this tool to support their arguments for their final projects in Scalar. Scalar is a web-based product that permits simultaneous display of screens, images, film, and
Students were required to use a minimum of seven different types of media in their Scalar presentations. All the images were linked from the Hearn Maxwell Collection\(^7\) using the reference URL. The students gave their presentations to the class, and they are publicly available online at the Working the Midwest: Professional Writing and Working-Class Rhetoric website.\(^8\)

**Lessons Learned**

This was our first digital humanities project. Although successful, it was a learning experience, for both McDaniel and the library. Since this particular class is scheduled every two years, future classes may focus on different aspects of digital humanities. In the meantime, the library will work with various classes throughout the university, and lessons learned through this project will help us provide better support to those classes as well.

Archives are a vital part of our history, and they create unique circumstances when students interact with them. Many of the students had never worked with archives before and were intimidated by the experience. Those students were also uncomfortable with technology and required individual help throughout all of their hours. Five students each required five to seven hours of supervision, which took a lot of time from other work that needed to be accomplished. Future projects that require the same circumstances could incorporate cross-training among students, or the types of work could be divided based on the comfort level of the students. All of the students were grateful for the support of the library during the duration of their projects. Overall, this project was a good experience and created a working relationship that did not previously exist between the library and the Digital Humanities program.

**Notes**

Experiences with Campus Digital Photographs @ MSU Archives

By Ed Busch, Michigan State University

Since coming to Michigan State University (MSU) Archives and working with born-digital photographs, I have pursued a number of workflows and tools to improve processing and to provide access. This short article will present some of the experiments and trials I have conducted with these digital photographs as well as where I am heading with these trials now.

This work first became a focus for me when I processed a collection of university records from one of the MSU colleges during 2008–2009 that included over 400 magnetic and optical media items, including floppies, CD/DVDs, and Zip and Jaz disks. Floppies can hold from 100K to 1.5 MB of data, while CD/DVDs can hold from 650MB to 4.7 GB. Iomega Zip and Jaz disks were popular storage options in the mid- to late 1990s. Zip disks initially stored 100MB but later handled up to 750MB; Jaz disks initially held 1GB, which later increased to 2GB.

At that time, the MSU Archives had neither a policy nor a workflow in place for handling these electronic materials, nor all the hardware or software needed to access the various storage types and file formats. We had already set up 3½” and 5¼” floppy drives. We acquired Zip and Jaz drives from eBay. Many of the CDs were Kodak Photo CDs, created when rolls of film were processed. Images were then scanned by the Kodak film processor at a resolution of 2200dpi and burned to the CD in the PCD file format. Reading these files accurately and completely requires special software. We purchased an application called pcdMagic to read them and convert them to Tagged Image File Format (TIFF), an uncompressed file format frequently selected as the image format for preservation systems.

While processing this media, I created a workflow for their handling that used a spreadsheet as a log for tracking details about the media. I assigned an identifier to each piece of media and then recorded this identifier along with media type, description (including date), physical location, file location, and accession number in the spreadsheet.

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In 2010, the files were virus checked, transferred off of the media, and stored to a networked storage device (over 42,000 files, 220 GB). At this time, it became important to me to find a way to search images to handle requests from, and ideally share images with, creating departments and/or to provide an external access method. I was familiar with iPhoto on the Mac and needed something to use on our office PCs that had common image organizer features such as thumbnail previews, album creation, tags, and an access method (export, e-mail, printing, etc.). I was also looking for something free or inexpensive that was easy to install and use (for archivists and the public) to provide access control. A big plus was facial recognition and metadata handling functions.

Picasa was one of the Google apps I tried. It was free and came with 1 GB of online storage for public access. I selected Picasa primarily for its facial recognition feature and its support of Adobe XMP and EXIF metadata. I was very interested in facial recognition and its potential power to help identify people in photographs more efficiently.

For my implementation at MSU, I used Picasa’s folder manager setting to specify folders to scan for updates (new images) and also turned on face detection. Picasa’s face detection works by identifying faces in images and then trying to mark other images with similar characteristics. Face detection identified candidates, but took many decisions by me to sort the good from bad matches. Fortunately, many of the photo files included names in their titles, which helped identify faces. I found Picasa’s facial recognition very useful for quickly finding known people in many photographs. I continued to use Picasa on my desktop to search and access files, but, due to online limitations, I never implemented the public search. Updates by Google for the Picasa application became less frequent.

During this time, we conducted ongoing discussions with our campus photographers to come up with a workflow for transferring and managing their photographs. The campus photographers unit transferred DVDs with over 39,000 photographs (665 GB) to the archives. They also had many more photographs on local and networked storage to transfer at a future date. I learned that they were using Adobe Lightroom on their desktops for editing and tagging. Completed photos were uploaded to their Zenfolio website for public access and purchase. I experimented with Lightroom in our environment, but as it lacked facial recognition, I held off on implementing it into our workflow.

In 2015, the campus photography unit suggested that we begin using Zenfolio with the thought that they could transfer their account holdings to our account in the future and that we could then download and ingest their content into our preservation environment. They were just beginning to look for a new product, as Zenfolio lacked the robust search functionality that they needed. We signed up for a Zenfolio account and uploaded the contents of their DVDs in our holdings to our Zenfolio account (663 GB). During that year, Adobe also released the first version of Lightroom to include face recognition. After many Google searches and experiments with various tools, I was able to transfer my Picasa data with its facial recognition tags into Lightroom. At least, the metadata transferred in a fashion.

Using Lightroom, I worked on Picasa metadata cleanup, experimented with adding metadata (keywords and/or captions), and then uploaded to Zenfolio. Some of the

This snapshot from Google’s Picasa shows images identified by facial recognition of former dean Andrew Hunt. Image courtesy of Ed Busch.
keywords were added using Lightroom’s facial recognition. I continued the Zenfolio upload to provide a basic search function for our staff since an access portal for our MSU Trusted Digital Repository (TDR) does not exist yet.

For access to the MSU Archives digitized images (scanned images), we have been using a Flickr account and an MSU-developed platform, KORA. Flickr is an image- and video-hosting website. KORA is an open source, database-driven, online digital repository application for complex multimedia objects (text, images, audio, video) created by MATRIX at MSU (kora.matrix.msu.edu). We do not currently put our born-digital images on these sites, and our Zenfolio account is currently set to private for internal use only. In the near future, we plan on implementing Zenfolio’s storefront since many of our images are popular with the general public and can generate a nice revenue stream for the archives.

So, where does this bring me to now? I am still experimenting and still need to develop a good workflow for born-digital photographs coming in from campus units and particularly from university photographers. The

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workflow needs to include processing photographs (weeding), adding metadata (facial recognition), and preserving the images in our TDR. Of particular importance is getting a good plan worked out with the university photographers on what they should send to the archives. We do not want everything, but what we want is not necessarily what the photographers think is important. The photographers usually focus on the people at an event, while the archivist may also be interested in details around the people, such as the building interior or exterior.

We also need to monitor where the university photographers are going with their digital asset management tool search and selection. Zenfolio provides a basic search function and does provide a storefront when we are ready to go in that direction. It does not provide great organizing options nor is data entered in Zenfolio available when downloaded (metadata and captions). The MSU photographers are currently looking at digital management tools such as SmugMug and others.

Implementing a solid workflow for the handoff of born-digital photographs between the campus photographers and the university archives and providing a public access portal will have a positive impact on our acquisitions. It will also be a great boon for our outreach program at the MSU Archives. Adding useful keywords by working with the photographers and using techniques such as facial recognition will make access that much easier for researchers, the general public, and the archives staff. The MSU Archives’ digital images, both born digital and digitized, are used for many different types of publications (paper and digital print, television, public events and lectures, etc.), providing a great opportunity for showcasing our unique digital images to the public. I hope to share more at local and regional conferences as we work through our goals for preserving and sharing our university photographs.
Bugged? Responding To and Preventing Insect Infestations

By Sara J. Holmes, National Archives at St. Louis

A variety of insects can potentially damage collections in archives. Archivists need to be wary of possible insect infestations in both their collection storage areas and in new acquisitions. Insects are readily attracted to tight, dark spaces and seek to establish habitats inside the folds of boxes, in piles of undisturbed boxes, in corners, and under furniture. Maintaining a cool, dry environment and keeping up with regular housekeeping can prevent infestations by discouraging insects and by detecting their presence before damage to collections can occur.

IPM: Integrated Pest Management

All archives should have an IPM (Integrated Pest Management) plan. This is a nonchemical means of controlling environment, food sources, and entry into your building to prevent infestations and quickly address them when they do occur. The use of pesticides is a safety concern for people and may negatively impact the collections as well. Preventive strategies and vigilance can largely eliminate the need for any pesticide use in collection areas except as a last resort.

It is not the paper itself that attracts most insects, but the sizes, starches, and adhesives found in paper-based collections. Some insects will attack cellulose (paper) and proteins (such as leather, parchment, vellum). Others may be interested in objects or textiles kept in the collection. Damage from pests is not simply from “dining,” but also comes from tunneling and nesting activities, as well as frass (excrement).

Silverfish, firebrats, psocids, and cockroaches are all common in book and paper-based collections. Silverfish and firebrats will feed on paper sizing, chew paper, and damage bindings to reach adhesives. Both like dark, humid areas. Psocids (also known as booklice) feed on mold growth and may be present when humidity is high. Psocids feed on pastes and glues, but do not create holes in paper. Cockroaches, however, will eat book pages, adhesives, and leather. Termites will attack wood and paper. Rodents, especially mice, can cause large amounts of damage by chewing through paper during their nesting activity.

Termite activity can occur in areas that allow pests to enter and can result in great damage if the area is not monitored.

The psocid, also known as booklice, is tiny and measures under 4mm. It is attracted to microscopic mold and can be found on food, paper, and other materials. It may also be attracted to wheat starch paste, which is used in conservation treatments to mend paper.

Silverfish are attracted to water sources and humid areas. They will quickly scour over available surfaces, especially book bindings, and will seek to stay between pages and folds of boxes. Photo by Buffalo State College Program in Art Conservation.

(Continued on page 32)
Some insects are not a direct threat to collections, but their presence can attract others that are—no insect infestation should be ignored even if the collections have not yet been affected.

The first rule in implementing IPM is to eliminate food sources and keep housekeeping standards up to prevent insect activity.

Know and Maintain Your Building
It is important to know your building well and look for all possible points of entry. Doors or windows may not be well sealed even if kept closed. Be sure that weather stripping is used when necessary and add door sweeps on exterior doors that may have gaps. Cracks in walls or foundations, vents or air ducts may allow pests to enter. Be sure that vents are screened to keep birds and rodents out, and also check for openings around pipes. Keep the area at the foundation of your building graveled and graded away from the building, and maintain plantings at least one foot away to hold insect habitats at bay.

Insects are attracted to water sources. Identify all locations of water pipes, restrooms, water fountains, sinks, janitorial closets, AC units, and so on that may provide havens for insects. Inspect these areas regularly.

Control where food can be stored and disposed of by limiting its use to kitchens and staff lounges only. Ensure that food waste is taken directly outside on a regular schedule. Be aware that potted plants can provide a safe haven for insect pests. If plants are maintained, select locations carefully away from collection storage and regularly check that plants are healthy and not overwatered.

Download a copy of the “Integrated Pest Management Checklist” from the Smithsonian Museum Conservation Institute to help make a full assessment of your building and plans for IPM from si.edu/mci/english/learn_more/taking_care/index.html.

Monitor Collections and Storage Areas
Monitoring collection areas regularly is necessary to identify infestations before damage occurs. Be sure that collection areas are cleaned routinely, and check at least once a month for pests.

Be sure to look under furniture and inside boxes. Look for live insects, dead bodies, eggs, and damage from insects.

While damage to paper and bindings in the form of losses and “scraping” of the surfaces of bindings by insects such as silverfish are obvious, it is important to be aware of the different appearances of frass. Staff dusting collections should be on watch for unusual small piles of dust that may be beetle frass, which is fine, granular, and powdery. Frass can vary in color depending on the insect and what was digested. Silverfish leave tiny black flecks, while roaches leave small pellets and black streaks. If frass is noted, collections nearby should be checked.

Insect traps are an ideal way to monitor insect activity and track seasonal changes. Sticky traps are the most common. Be sure to use a style that allows you to handle it easily and view the trapped insects. Traps can be found locally at hardware stores.

To log and document your observations and information from your traps, you will need to mark the location of each trap on a floor plan. When placing traps for the first time, study your floor plan and note likely entry routes and water sources, and locate traps in those areas. Number and date each trap and place according to your floor plan. For the first three months, check your traps weekly. Refine locations as needed and update your floor plans to show new locations. Once you are confident you have located your traps well, check them at least once a month. Sticky traps should be replaced every two months or when full. In cases of infestation, place traps every 10 feet and check after 48 hours of placement.

Always be sure to document your findings! Keep copies of your floor plans, and create logs noting the date checked and location of each trap along with the number of insects, type of insects, and stage of growth for each trap found. Note any activity at places other than the traps with clear information on date and place. Online insect identification guides can be helpful in correctly identifying the insects you find. Be sure to look at the guide available on the museumpests.net website, which focuses on insects problematic for museum collections. You may also want to check with a local university or college for assistance in identifying the insects you find.

Incoming Collections
All too often, collections coming to archives have been stored in poor environments, such as basement or attics, garages, or even barns, where pest activity is high. All incoming collections should be kept away from collec-
tion storage areas until you have checked them for any insect activity. The steps below outline a procedure for inspection:

1. Examine collection for insect or pest activity. Remove all items from boxes and check inside folders, between pages, inside envelopes, and inside book bindings for insect bodies, droppings, or damage. Be sure to dispose of old boxes used to ship or transport the materials.

2. Place collection in new boxes, preferably archival storage, and isolate away from other collections in a clean, cool, and dry area.

3. Check boxes at least every few weeks. Use a sticky trap on a side wall and nearby the boxes to help monitor.

**Treating Infested Materials**

Chemical fumigants are very toxic and pose health hazards to staff. Some may even change the chemical structure of archival collections. Fumigants such as ethylene oxide should be used as a last resort, with materials sent off-site and given time to off-gas for several weeks after treatment before they return to your facility.

Materials with insect debris and even some active infestation may be treated by vacuuming through nylon using a HEPA vacuum. This should only be attempted if the paper is stable enough to withstand the treatment. Vacuuming should be completed in isolation away from collections, and the vacuum’s bag and filter should be promptly disposed of and removed from the building when work is completed. The treated materials should remain in isolation for further observation, with sticky traps around the boxes and on the side walls to help monitor for further activity.

Controlled freezing can be used on most paper materials. Household or commercial freezers may be used. Items must be bagged and sealed unless using a freezer with temperature and humidity controls. Papers and files should be loosely packed to allow for fast freezing, but materials can be boxed and then sealed in a large bag. The bagging acts as a barrier against fluctuating moisture content, but also prevents insects from escaping before they die.

Controlled freezing can be used on most paper materials. Household or commercial freezers may be used. Items must be bagged and sealed unless using a freezer with temperature and humidity controls. Papers and files should be loosely packed to allow for fast freezing, but materials can be boxed and then sealed in a large bag. The bagging acts as a barrier against fluctuating moisture content, but also prevents insects from escaping before they die.

Materials to be frozen should be kept at room temperature. Never store in a cool area prior to freezing—a rapid change in temperature is necessary, or freeze-resistant insects will acclimate to lower temperatures and survive the process. Freezing should occur quickly, with a temperature to 0°F within four hours and to -20°F within eight hours. For ideal treatment, freezing should be at -29°F for at least 72 hours.

Slowly thaw in the freezer by bringing the temperature back up to 0°F over eight hours, then bring up to room temperature. The freezing process can be repeated again to treat freeze-resistant insects that need more than one cycle to be killed. Keep bagged until returned to an isolated area to monitor for at least several weeks. Maintain documentation of the length of time and temperature used in freezing in your IPM records.

Modified atmospheres can be used in a fumigation chamber or in low-permeability plastic bags. When using a chamber, air is evacuated and carbon dioxide or nitrogen is added. Once treatment is completed, the vacuum is released and carbon dioxide or nitrogen gas removed. Low-permeability bags can also be used, with materials sealed in with an oxygen scavenger that reduces oxygen inside the bag. Both methods are more advanced and may require the services of a conservator or a contractor to complete.

Gamma radiation may also be a possibility. This process leaves no residual radiation after treatment, but the level must be controlled to limit possible oxidation in the cellulose of paper. Consult with a conservator before planning this method.

Heat can remove insects, but will damage paper. Never attempt treatment in a microwave. Pages and covers can burn, metal attachments can cause arcing, and adhesives can soften if microwaved.

**For More Information**

The website museumpests.net has extensive information on setting up an IPM, identifying insects, and further resources, including subscription information for the e-mail distribution of “PestList,” where you can seek answers to questions.

A guide to museum pest management, “Approaches to Pest Management in Museums,” can be downloaded from the Smithsonian at si.edu/mci/english/learn_more/taking_care/index.html.
Certainty and Compromise: Finding My Way after Graduation

By Mary Kate Kwasnik, Digital Humanities Producer, The Gilder Lehrman Institute of American History

I found myself in Wisconsin, somehow, in August of 2013. I arrived in Madison on a 93-degree day, my inherited Toyota weighed down with my prized possessions, my mind equally heavy with anxiety over starting graduate school the next week. As a born-and-bred New Englander living in New York City, I wasn’t sure how to explain my choice of graduate school to other New Yorkers. I explained that I was ready for a change, another big move; ready to leave behind part-time work and on-the-side babysitting for a more robust career in libraries and archives. I wanted to live somewhere more affordable as a student, somewhere that I could really focus on my schoolwork. I also, frankly, did not want to take the GRE.

I spent the years between undergraduate and graduate school working as a museum educator at the New York Transit Museum (NYTM)—a job I loved, but it would never be full time. After completing a research project in the NYTM Archives, I realized I wanted to be an archivist. I loved working with students and teaching, but it was after a day of following the archivist through the cool, dark stacks that I knew I wanted to work with the stuff. If I could combine the two, I thought, that would be perfect. One year later, I was in Madison ready to start my archival education.

Starting graduate school felt daunting, but my cohort quickly fell into a rhythm. Work as much as possible, pack enough food to keep you going all day, attend class in the evenings, cry yourself to sleep. These steps set the tone for my graduate school career. The culture at University of Wisconsin–Madison’s School of Library and Information Studies (SLIS) is one of hustle and growth. Nearly every SLIS student has two to four part-time library jobs to both keep them somewhat financially afloat, and to fatten their resumes. The no-nonsense culture of racking up hands-on experience, showing up prepared for class, presenting at conferences, and participating in student organizations readies you for life in a remarkably competitive field.

By the time a student graduates from SLIS, his or her resume is filled with two years of professional work experience—something not all new graduates have. I spent my two years at SLIS working with both the visual materials curator and the director of programs and outreach at the Wisconsin Historical Society; as a reformatting assistant at the University of Wisconsin Digital Collections Center; and as an information desk librarian at MERIT Library, the education library on campus. In addition to my jobs, I was active in the UW–Madison Student Chapters of SAA and ALA; presented posters of my student work at the 2014 SAA Annual Meeting and the 2015 MAC Annual Meeting; and worked on service projects for the Oneida of Wisconsin tribal archives. As a noncompetitive person, being surrounded by exceptional classmates encouraged me to challenge myself more than I ever had before. Rather than wonder how everyone had so much energy, I decided to throw myself deep into my student experience like the rest of my peers.

By the middle of my second year at SLIS, I was fairly certain I wanted to move back to New York City after graduation. Although the field warns against being set on a certain location during your job hunt, it doesn’t hurt if a major city is your dream location. I moved back to New York in June of 2015 and immediately tripled my daily job application quota—I applied to any job that I was remotely qualified for and some that I definitely wasn’t. I feverishly applied for full-time jobs, part-time jobs, temporary jobs, and paid internships, remembering what I had learned at every job workshop at SLIS: “All it takes is the first job.”
I tried to remind myself that the first job didn’t have to be perfect, it just needed to be right for me.

Within a few weeks, I had an interview with the Girl Scouts of the USA (GSUSA) for a processing archivist position. The job, while only contracted for a month, seemed like a great opportunity. I accepted the position knowing it guaranteed a month of paid work, not to mention new professional experience and connections, as well as the flexibility to continue to interview for other jobs. My assigned project at GSUSA was to process and catalog *The Girl Scout Leader*, a magazine sent to troop leaders from the mid-1920s to the early 2000s. Working on this project was inspiring, and I loved knowing that I was making a unique women’s history collection available to the public. *The Girl Scout Leader* gives users a glimpse into life as a girl or woman in the twentieth century—from instructions on how to can vegetables from a Victory Garden, to detailed drawings of uniform and badge updates. This collection focuses exclusively on the female experience, which isn’t as prevalent in archives as it should be. By the end of my time at Girl Scouts, I was sorry to leave, but had accepted a full-time position at the Gilder Lehrman Institute of American History.

I stumbled on the posting for my job shortly after I accepted my contract at Girl Scouts. I almost didn’t apply. As a brand new position, the “Digital Humanities Producer” description was a bit vague on responsibilities and duties, but sounded like interesting, unique work. I had taken a digital humanities course in my last semester at SLIS and was intrigued by an institution hiring someone specifically for digital humanities projects. Although I had never heard of Gilder Lehrman, I was fascinated to learn that the organization had been founded by two collectors in the 1990s who had decided to put their personal collections to philanthropic use. The resulting Gilder Lehrman Institute of American History and Gilder Lehrman Collection primarily support K–12 teachers and students through teacher training seminars, fellowships, awards, and a robust digital collection of richly interpreted archival materials. Although I had been told by numerous professionals in graduate school that I likely would not find a job that combined education with archives, this seemed to be it.

I accepted the position with no small degree of hesitancy—the team at Girl Scouts had just offered to extend my contract, and I had enjoyed my time there as a part of their team. As a new professional with two job options in front of me, I was uncertain about the best route for my career. Should I stay at the job I enjoyed but that may never be permanent? Or should I take a chance on a brand new position and help develop a department? Ultimately, I knew I wanted to be an important member of an organization, and I believed I could find that at Gilder Lehrman. I accepted the spot at Gilder Lehrman, and said my goodbyes to the Girl Scouts.

I have been at Gilder Lehrman for just over a year and have learned an incredible amount. Although my position is not that of a traditional archivist, I love the varied nature of my role. As I had expected, I am responsible for design and implementation of digital timelines, exhibitions, maps, and study aids for teachers and students, but I am also responsible for a number of Gilder Lehrman public programming initiatives. I coordinate the Gilder Lehrman Traveling Exhibitions Program, which sends panel exhibitions to schools, libraries, and small museums around the country, and I also took on grants administration responsibilities this summer. Currently, we are working on an NEH grant with the Library of America that will provide public programming funds to libraries, museums, and universities to develop World War I programming and exhibitions. It has been incredible to be involved in all aspects of this grant, from evaluating applicants to building out the programming schedule. The most fun aspect has been developing a digital time line for the website, which incorporates major events from World War I, documents from the Gilder Lehrman collection, and excerpts from works of American authors who served in the war.

I love thinking how just over a year ago I was overwhelmed with the fear of not finding work in New York, but today I am employed at a unique organization that incorporates my interests in archives, education, and public programming. My advice to all soon-to-be or recent graduates would be to calm down—just a little bit—and know what you want. It is important to be flexible about at least one thing if you are sure about others. If you are set on a location, be flexible about the types of jobs you will apply for and accept. If you are set on a certain type of archives job, be flexible about location. Know the things that are important to you, and the things that you are willing to compromise on. The first job may not be perfect, but make sure it is the right job for you and what you want to be doing or where you want to be, and the rest will follow.
People and Posts

Assistant Editor: Alexis Braun Marks, Eastern Michigan University. The MAC Membership Committee invites members to share positions, appointments, and honors in the People and Posts column. Please send items to Alexis at abraunma@emich.edu. Submissions must be 150 words or less. Images are welcome!

Matt Gorzalski, university archivist at Southern Illinois University Carbondale (SIU), received the Society of American Archivists’ Emerging Leader Award at the annual meeting in Atlanta, Georgia.

Allison Neely has joined the staff at the Michigan Tech Archives in Houghton, Michigan, as an archivist. She will serve a dual role, working to support the department’s research support and reference services as well as archival processing. Neely received her MLIS from the University of Wisconsin–Madison and began her career working at the Wisconsin Historical Society and the Wisconsin Center for Film and Theater Research. Her most recent position was archival collections cataloger for sound and visual materials at the Minnesota Historical Society.

Lindsay Hiltunen was appointed as the university archivist at the Michigan Tech Archives in Houghton, Michigan. She has served as the senior archivist in the department since February 2015. Hiltunen received her library degree from the Catholic University of America and began her professional career as a librarian with the District of Columbia Public Library in Washington, DC, in 2008. She worked in various capacities at George Mason University’s Fenwick Library and the Special Collections and Archives at Western Illinois University before finding her way back to her native Copper Country in Michigan’s Upper Peninsula. Hiltunen was also recently appointed as a board member-at-large for the Michigan Archival Association. She will serve a three-year term in this capacity.

New and Returning Members

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