

# ARCHIVAL ARRANGER

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VOLUME 16, ISSUE 3

SUMMER 2009

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## Message from the Chair

Welcome to the summer issue of the Archival Arranger! We're halfway through our programming season and we've already had some great events. We kicked off the year with a February session hosted by Drexel University's Archives addressing ways in which some of our colleagues are using web 2.0 technologies such as blogs, Twitter, and Flickr to communicate. For our second meeting in May we enjoyed the hospitality of the University of Pennsylvania Museum's Archives. We also co-sponsored three SAA workshops, on understanding photographs, DACS and implementing DACS using the Archivists' Toolkit, at the American Philosophical Society and Drexel. Planning for our fall programming is underway. Stay tuned!

Technology increasingly touches everything we do. The web 2.0 session demonstrated some exciting ways in which new technologies can be used to communicate with both new and traditional audiences and also support individual professional development. Technology can also be used to substantially improve our ability to perform some of our most basic functions, such as keeping track of what we have and making it known to researchers. While archives have always been very creative in making the best of systems designed primarily for libraries or museums, or in building their own repository by repository, the emergence of widely available archives-specific systems like Archivists' Toolkit and Archon opens up a whole new set of possibilities.

On a related note, Matt Herbison, Archives and Library Director at the Independence Seaport Museum, has put together a brief survey about area use of Archivists' Toolkit, Archon, and other systems. The survey is available online at <http://www.surveygizmo.com/s/142100/archives-survey>. While the survey was not developed or sponsored by DVAG, we know this is a topic that concerns many of our members and would be happy to support the development of a local user group to facilitate discussions of archival content management systems and other technologies, should there be enough interest.

If you have an idea for a future program, a workshop, or an issue in which you think DVAG should be involved, please don't hesitate to contact me or any of the other Planning Committee members, or, heck, even drop us a note on the wall of the Facebook group. DVAG is what it is thanks to the creativity and energy of members like you!

Christine Di Bella

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## Treasurer's Report

### Treasurer's Report—DVAG

1<sup>st</sup> Quarter, March 31, 2009

Balance on January 1, 2009 \$4,729.67

Income:

Interest	11.82
Dues	372.00
Donations	55.00
Other	50.00*
Total:	488.82

Expenses:

Election mailing	00.00
Web-site/Domain	41.73
Refreshments	73.76

Total: 115.49

Balance on March 31, 2009 \$5,103.00

## Membership

On behalf of the Planning Committee, I would like to acknowledge and thank the following members for their contributions to DVAG this year: Beth Bensman, Scott DeHaven, Karen Stevens, Kile Smith and Cathleen Miller.

I am also pleased to welcome twenty-six new members! We look forward to seeing you at upcoming meetings: Amanda Antonucci, Megan Atkinson, Casey Babcock, Friederike Baer, Kathleen Case, Emily Collins, Christopher Dixon, Dana Dorman, Vincent Ferguson, James Gross, Ian Janssen, Nicole Joniec, Sheryl Panka-Bryman, Nancy Morgan, Emily Myers, Sister M. Brendan O'Brien, Molly Olney-Zide, Jeanne Pond, Laurie Rizzo, Heather Schumacher, Joseph J. Shapiro, Abby Shaw, Natalie Shilstut, Heather Willever-Farr, Dean Williams and Scott Ziegler.

I would also like to remind everyone to renew their DVAG membership for 2009. Please return the completed form to the address below along with a check or money order made payable to DVAG. Dues are \$12 annually or you have the option to renew for three years for \$30 – that's a \$6 savings! Please consider making an additional contribution. A little goes a long way toward our goal of enhancing and expanding the benefits of your DVAG membership. If you have any questions, you may email me at [membershipdvag@gmail.com](mailto:membershipdvag@gmail.com)

Sincerely,

Courtney Smerz, Membership Coordinator

For your convenience there is a New Membership/Renewal Form on page 8.

DVAG News

### DVAG Officers and Planning Committee

Christine Di Bella—Chair  
 Jordan Steele, CA—Vice Chair  
 Valerie Lutz—Secretary  
 Lee Arnold, CA—Treasurer  
 Courtney Smerz—Membership  
 Joanne McKinley, CA—Arranger Editor  
 Matthew Lyons—At Large  
 Robert Sieczkiewicz, CA —Past Chair

# Nota Bene

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## Free Things to Do

Make an appointment and visit the Rare Book Collection at the Free Library of Philadelphia. Have an individual viewing of Persian miniatures, Medieval illuminated manuscripts, and rare Americana.

Although this is not a "free" item, it might be of interest to people who want to attend events at some of the sites in Center City Philadelphia. The Phlash tourist bus, which runs from the Independence Hall area out to the Zoo and Please Touch Museum, now accepts regular SEPTA passes. They used to make you pay their fee; they would not accept SEPTA passes. So if anyone already has a SEPTA pass, this route is now included at no extra charge.

*Editor's note: This will be a continuing column, so if you discover a "free" fun thing send them along and I will continue to compile them.*



## Check Our New Site!

[www.ArtConservatorsAlliance.com](http://www.ArtConservatorsAlliance.com)

The ACA is a group of experienced art conservators offering their clients a wide variety of museum-quality services based on their specialized expertise in the care of paintings, three-dimensional objects, textiles, works of art and archival materials on paper. Each ACA associate holds a master's degree in art conservation, is a professional member of the American Institute for Conservation, and works out of an independent and fully-insured studio based in the Philadelphia region.

## Independence National Historical Park

Take a look at INDE Archives' latest venture:

<http://digginginthearchives.blogspot.com/>.

We are pleased to welcome VIP Archaeologist Patti Jeppson to our volunteer staff and look forward to her discoveries.

Feel free to join in the discussions.

## Photos from Area Collections in New Publication

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# REPOSITORY News



Westtown School  
Lithograph circa  
1850

South West View of  
WEST-TOWN BOARDING SCHOOL.  
CHESTER CO. PENN.  
*Instituted 1736, Opened 1739, Enlarged 1837.*

Photographs from the collections of ten area Friends schools are featured in *Philadelphia Friends School*, a new book by Friends Council on Education with Janet Chance and Mark Franek. The book uses images from the historical collections of ten schools founded in or near Philadelphia before the 20<sup>th</sup> century - Friends Select, William Penn Charter, Abington Friends, Plymouth Meeting Friends, Westtown School, Frankford Friends, Friends Central, Germantown Friends, Greene Street Friends, and George School - to vividly illustrate the foundations of Quaker education in the area, along with the many experiences of learning, community, and worship in Friends schools through the 20<sup>th</sup> century. The book is part of the Campus History Series by Arcadia Publishing.



Westtown girls' gymnastic class circa 1900

# Hunterdon County Historical Society

114 Main St., Flemington, NJ

908.7821091 [hunterdonhistory@embarqmail.com](mailto:hunterdonhistory@embarqmail.com)



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## Hunterdon County Historical Society Releases New Bound Manuscripts

The Hunterdon County Historical Society is pleased to announce the release of three new collections of bound manuscript materials that reflect different representations of Hunterdon County local history. Because of the meticulous work of Shirley Wydner, one of our archives volunteers, Society members and the general public now have access to the financial records of a Clinton area banking institution, a Frenchtown merchant operation, and a Flemington watch repair and jewelry business.

The first collection that Shirley has completed is the records of the Clinton Town Building and Loan Association. This collection is comprised of 12 volumes, and covers the financial and other records of the organization from 1924 to 1973. Included amongst the volumes are Cash Books, Roll Books, Dues Records, Shareholder's Ledgers, and Cash Journals.

If the inner financial workings of a banking institution do not interest you, then perhaps you may wish to take a look at the records of the R&H (Roberson and Huff) general merchandise business. As the name implies, this was a general merchandise and dry goods store that operated out of Frenchtown, NJ. While the actual dates of operation for the business are unknown, we do have 15 daybooks (general account ledgers) that cover the time frame of 1868 to 1875. The daybooks are filled with the names of many local customers from the Frenchtown and greater area (including many common Hunterdon County surnames), and they also detail the merchandise that was purchased or delivered and the cost.

Standing in stark contrast to the general merchants named above, the third collection recently made available is a series of Flemington Jeweler's Ledgers. This collection is a group of 19 bound volumes from the business of Charles Godley, of Flemington, NJ.

The ledgers document the activities of the business from 1889 to 1954 and include watch and clock repair ledgers, recording the name of the person leaving the watch, its maker and serial number, the type of repair and the amount of the service. Stock books record the jeweler's inventory on hand, with prices and daily sales ledgers include information on every item sold.

These newly released materials, and the rest of the Society's collections, are available for public research during the open hours of the Deats Memorial Library in Flemington, NJ: noon to 4 PM on Thursdays and from 10 to 4 PM on the second and fourth Saturday of each month. The library may also be opened by appointment. Call (908) 782-1091 for details.

## American Institute of Physics Processing Grants Available for Physics, Astronomy, and Geophysics Collections

The Center for History of Physics and the Niels Bohr Library and Archives, American Institute of Physics, announce the 2009 Grants to Archives. The deadline for applications is August 14, 2009. The grants are intended to make accessible records, papers, and other primary sources which document the history of modern physics and allied fields (such as astronomy, geophysics, and optics). Grants may be up to \$10,000 each and can be used to cover direct expenses connected with preserving, inventorying, arranging, describing, or cataloging appropriate collections. Expenses can include staff salaries/benefits and archival storage materials but not overhead or equipment. Preference will be given to medium size or larger projects for which the grant will be matched by the parent organization or other funding sources. For grant guidelines check the Center's Web site at <http://www.aip.org/history/grntgde.htm> or call 301 209-3165. Inquiries are welcome, and sample proposals are available on request. A list of previous recipients is on our Web site.

# Chester County Historical Society

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History Center

225 N. High St., West Chester, PA, 610.692.4800

Archives

601 Westtown Road, West Chester, PA , 610.344.6760

www.cchs-pa.com

In 2007 Chester County Historical Society and the Chester County Archives received a collaborative grant for \$12,027 from the Pennsylvania Historical and Museum Commission (PHMC) to continue microfilming Wills and Administration files. During this recently completed project, the Archives filmed the 1857-1876 estate files. The grant also provided funds to purchase a new Indus reader since more patrons will now be utilizing microfilm. As with all PHMC-funded microfilm projects, reference copies of the

microfilm will be available to researchers at the State Archives in Harrisburg. The index to the entire series (1714-1923) is available online at the CCA website, [www.chesco.org/archives](http://www.chesco.org/archives).

While most files only contain the typical documents you expect in a probate file, the process of prepping and microfilming the records brought some unique documents to light. The file for the estate of William J. Latta includes a letter written by Latta to his uncle in

April 1862 detailing how he wanted his property distributed upon his death. Though acknowledging that the letter may not be valid from a legal viewpoint, he trusts that his wishes will be respected and places "the deadliest curse" on those who disregard them. William Latta enlisted in Company C, 8<sup>th</sup> Pennsylvania Cavalry on September 11, 1861, quickly rising to the rank of captain by July 1862. After his death on October 5, 1862 the letter was submitted to the Register of Wills office and was duly probated.

Camp near Hampton Va.  
April 22<sup>nd</sup> 1862.

In the dangerous career I have chosen, the life of a soldier in the defence of my country, death may at any moment be my lot; and I desire to make a disposition of what property I possess, ere I am called away.

I am well aware that in a legal point of view this paper can be of no value; but I also know that my wishes will be respected by my friends when I am no more, and will set them as binding as the sternest tribunal in the land.

If there should be one who has avarice leads them to disregard my dying injunctions may a kinsman's deadliest curse light upon them, and all they possess; and may an undying conscience ever torture them with all the horrors of remorse.

I am perhaps safe in estimating the sum held by David Buchanan Jr., for me, at seven thousand Dollars (\$7000.00).

Of this sum I bequeath Four thousand Dollars (\$4000.00) to Miss Julia C. Smiley, my betrothed sister with a behest that she will not hesitate to receive

**"May a kinsman's  
deadliest curse light  
upon them and all  
they possess;  
and may an undying  
conscience ever  
torture them with all  
the horrors of  
remorse."**

# Monmouth County Archives

125 Symmes Drive, Manalapan, NJ 07726  
732.308.3772

## Monmouth County Archives Celebrates Archives Week

On Archives and History Day, October 10, 2009, at the Monmouth County Library in Manalapan, the keynote speaker will be Dr. Mark Wasserman, Professor of History, Rutgers University, New Brunswick, on "Monmouth County During the Great Depression." An exhibit on this theme will be on view in the lobby during the month of October. The program will also feature awards presentations: the Monmouth County Clerk, M. Claire French, will present the annual Jane G. Clayton Award for outstanding contributions to preserving the history of Monmouth County and the New Jersey Studies Academic Alliance will present its annual McDonough Award to a librarian or archivist. Last year, more than 60 history-related non-profit organizations exhibited at tables in the exhibition hall with more than 300 people in attendance. Tables for exhibitors, including two box lunches, are \$15. Additional lunches at \$7.50 each may be ordered in advance.

Also during Archives Week, on October 7, the Archives will host a book repair workshop and a lecture on Edwin and Louise Roskam, documentary photographers in the 1930s and 1940s. Attendees at the workshop will receive a kit of supplies. There is a \$15 fee for the workshop and no charge to attend Archives and History Day or the lecture on the Roskams.

For registration, contact Shelagh Reilly,  
[sreilly@co.monmouth.nj.us](mailto:sreilly@co.monmouth.nj.us)



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## Sisters of the Blessed Sacrament

1663 Bristol Pike  
Bensalem, PA 19020-5796  
215.244.9900 ext. 352

### SBS New Archives Hosts Tours

The Archives of the Sisters of the Blessed Sacrament recently hosted a "field trip" of the participants of the Catholic Library Association's Archives Workshop. Malachy McCarthy and Ellen Pierce brought the 35 participants to Immaculata College Archives and then to SBS Archives for a field trip. Stephanie Morris, director of SBS Archives, and Nancy Morgan, archival intern from Temple's program, hosted the group for a short time on June 17, 2009. The group also saw the National Shrine to St. Katharine Drexel.

In May, we also hosted the fifth-graders from Christ the King School, Morrell Park, Phila. Stephanie spoke to the students, their teachers and parents about "Enemies of the Paper" (rusty paper clips, rubber bands, etc.) and about Morrell Park. The class was on their annual visit to the National Shrine of St. Katharine Drexel. St. Katharine's sister Louise and brother-in-law Col. Edward Morrell had lived in the Torresdale area now known as "Morrell Park." So Stephanie talked about the Drexel-Morrell-Smith families (The oldest sister, Elizabeth Drexel, married Walter George Smith).

These tours were in our "new" Archives in the former Library on the Motherhouse grounds.



2009 NEW MEMBERSHIP/RENEWAL APPLICATION

Membership in the Delaware Valley Archivists Group (DVAG) is open to all individuals including regular and volunteer personnel of state and local historical societies; college and university archives and special collections; federal, state, and local archives and records centers; museums; libraries; business firms; educational, religious, and medical institutions; and other groups who collect, preserve, and make historical materials available for research use.

Annual DVAG dues are \$12.00 for the 2009 January-to-December membership year.

**Or pay for three years (January 2009-December 2011) for \$30 — a \$6 discount.** Please consider adding a few additional dollars to your check. A little goes a long way toward our goal of enhancing and expanding the benefits of your DVAG membership. **Now you may also pay online by credit card.** Go to the DVAG web site "Join us!" page (<http://www.dvarchivists.org/join.html>) and follow the directions.

For more information, contact Courtney Smerz, DVAG Membership Coordinator, at [membershipdvag@gmail.com](mailto:membershipdvag@gmail.com)



Contact information provided below will be included in the DVAG membership directory, which is updated yearly.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

2009 dues \$12.00 OR \$ \_\_\_\_\_

2009-2011 dues \$30.00 \$ \_\_\_\_\_

Contribution (optional) \$ \_\_\_\_\_ **(contribution is not tax deductible)**

**TOTAL** \$ \_\_\_\_\_ **(check or money order payable to DVAG)**

DVAG would like to acknowledge members who make additional contributions with a notice in the DVAG newsletter, *The Archival Arranger*. If you prefer not to be listed by name, check here: \_\_\_\_.

Mail to: DVAG, P.O. Box 17162, Philadelphia, PA 19105-7162



# CONSERVATION CENTER *for Art and Historic* *Artifacts*

264 S. 23rd Street  
Philadelphia, PA 19103  
215.545.0613 (phone)

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## **CCAHA teams with the Academy of Certified Archivists (ACA)**

The Conservation Center for Art and Historic Artifacts (CCAHA) is proud to offer Archival Recertification Credits (ARCs) to Certified Archivists who attend its approved professional educational programming. The Academy of Certified Archivists (ACA), the professional certifying organization for the archives field, has evaluated CCAHA's programs and will award ARCs to eligible attendees of these programs. ARCs are used to maintain certification as an archivist. Many CCAHA programs offer two to ten credits that can be included in petitions for CA certification maintenance. A current program list includes:

[A Race Against Time: Preserving our Audiovisual Media](#), July 29 & 30, 2009 - Denver, CO  
10 ACRs

[Focusing on Photographs: Identification and Preservation](#), September 22 & 23, 2009 -  
Philadelphia, PA 10 ACRs

[A Race Against Time: Preserving our Audiovisual Media](#), October 20 & 21, 2009 - Atlanta,  
GA 10 ACRs

[Environmental Management: Stewardship and Sustainability](#), November 12, 2009 - Phila-  
delphia, PA 5 ACRs

All CCAHA [Collections Care Training](#) programs, 2009 - Philadelphia, PA 2 ACRs

September 16 [Matting and Framing for Preservation](#), \$60 fee

October 7 [Understanding Archives: An Introduction to Archival Basics](#), \$50 fee


November 4 [MORE Protective Enclosures for Simple Storage Solutions](#), \$60 fee

December 2 [Essential Policies and Procedures for Cultural Institutions](#), \$50 fee

For more information and to register for CCAHA programs, go to the Education Program Calendar at [www.ccaha.org](http://www.ccaha.org).

The Academy of Certified Archivists (ACA) is a not-for-profit, voluntary, independent accrediting agency. The ACA certifies professionals in the archives field who have at least a master's degree and a year of appropriate archival experience. For more information about the Certified Archivist requirements and the Academy of Certified Archivists, go to [www.certifiedarchivists.org](http://www.certifiedarchivists.org).

TRAINING NEWS



The **Delaware Valley Archivists Group** was established in 1980 to provide area archivists the opportunity to exchange ideas and visit archives of all sizes throughout the region. DVAG holds quarterly meetings and offers periodic workshops for members at all levels of experience. Each meeting or workshop focuses on practical or professional issues, or the relationship of the profession to topics of current public interest. Subjects of past meetings have included space planning, new construction, conservation, micrographics and imaging, disaster preparedness, and records management. DVAG's publications include the *Directory of Archival and Manuscript Repositories in the Delaware Valley, 3rd Edition*, the DVAG Membership Directory, and *The Archival Arranger*, the newsletter of DVAG.

Membership in DVAG is open to all individuals including: students and regular and volunteer staff of state and local historical societies; college and university archives and special collections; federal, state, and local archives and records centers; museums; libraries; business firms; educational, religious, and medical institutions; and other groups who are concerned with collecting, preserving, and making historical materials available for research use. The Delaware Valley Archivists Group annual dues are \$12.00 for the membership year.

*The Archival Arranger* is published three times a year (fall, winter, and spring) and distributed to the members of the Delaware Valley Archivists Group. Deadlines for *The Archival Arranger* are:

Fall – Submissions due first Monday in August

Winter – Submissions due first Monday in December

Spring/Summer – Submissions due first Monday in May

Publication is three weeks after the deadline.

Editor: Joanne M. McKinley 609-530-7486 or [dvagarranger@gmail.com](mailto:dvagarranger@gmail.com)

Membership and mailing list inquiries should be directed to Courtney Smerz, Membership Coordinator, at

[membershipdvag@gmail.com](mailto:membershipdvag@gmail.com)

## **DVAG**

**Delaware Valley Archivists Group**

**P.O. Box 17162**

**Philadelphia, PA 19105-7162**