

2009 Annual Meeting in Gainesville

Although attendance was down as a result of the economy, I'm very pleased to report that the 2009 annual meeting was extremely successful. Approximately 35 people, including the invited speakers, attended the meeting in Gainesville on April 20-22. Sessions covered a variety of topics including

digitization and conservation practices, performing arts archives, and grant collaborations. Dr. Paul Ortiz of the Samuel Proctor Oral History Program at the University of Florida kicked off the meeting with a mini-workshop on oral history. Attendees arriving on Monday enjoyed a reception and tour of the Matheson Museum, the Alachua County historical center. Tuesday evening featured a tour of author Marjorie Kinnan Rawlings's historic home, followed by a barbecue at the state park. Historian Jack E. Davis

presented the keynote speech during the annual business luncheon. Davis read from his newly published book, *An Everglades Providence: Marjory Stoneman Douglas and the American Environmental Century*, and described the research he conducted over ten years while writing the book.

Special thanks to Hollinger Metal Edge for sponsoring the annual meeting again this year! Larry Gates was on hand to talk with attendees, display products and distribute the newly published Hollinger Metal Edge catalogs.

Four graduate students from the University of South Florida and Florida State University were able to attend the meeting with partial or full funding from the SFA Student Scholarship Fund. Once again this year, a

silent auction was held to raise funds for the student scholarships. With donations of books and other goodies from the University Press of Florida and others, the auction successfully raised \$149 for the scholarship fund.



Flo Turcotte, new SFA Director and part of the Local Arrangements Committee.

Keynote speaker Jack Davis signed his new book, *An Everglades Providence* for Kathy Turner Thompson, SFA Treasurer.



Of particular interest at this year's meeting was a special session featuring an open discussion by College and University archivists and other attendees, moderated by Judith Beale of the University of Central Florida. The discussion focused on possible collaborative projects and activities that could encourage greater cooperation among C&U archives. One topic of discussion was a proposal that the SFA take more of a leadership role with students in library, museum and public history programs at USF, FSU, and other schools. For example, the Society could maintain a list of internship opportunities, or ensure that our internship opportunities are disseminated to students through school lists. College and University repositories are a logical, accessible place for students to learn about the profession, and of course, the students can provide much-needed assistance in processing and other activities. Several ideas focused on C&U archivists sharing information with and about each other. At the annual business meeting on Tuesday, Carla Summers had discussed plans to revise the "Guide to Florida Archives & Manuscripts Repositories" that currently is hosted on the UCF web site. Several C&U archivists felt that the Guide also could be used to share information

about each repository's collecting focus, strengths, and current processing activities. The Guide also could include a list of archivists willing to serve as consultants. Of course, the first goal is simply to update the Guide and make sure that it is

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Burt Altman

Presidential Address

Having recently returned home from this year's SFA Annual Meeting in Gainesville, I'm happy to report that although we had a small turnout, everyone was pleased with the outcome. For those who couldn't attend, we understand and sympathize that with travel and institutional budgets being cut across the state, it's been a very difficult year to participate in professional activities.

However, for those who came, we had some stimulating and informative sessions. Our local arrangements committee, consisting of Flo Turcotte, Carl Van Ness, and John Nemmers, put together some excellent programs and events at the University of Florida Hilton. These included a presentation by Dr. Paul Ortiz, Director of the Samuel Proctor Oral History Program; Virginia Page's discussion of her work at the Sarasota Ballet Archives; conservator John Freund's talk about some of the fascinating projects undertaken by the UF Libraries' Preservation Department; the "More Product, Less Process" approach to processing, presented by Tomaro Taylor and yours truly, and "Digitizing Collections: The Basics," in which Dr. Laurie N. Taylor and Lourdes Santamaria-Wheeler, the Digital Production Supervisors at UF's Digital Library Center discussed the digitization process in general and how the Center is involved in various digitization projects. Finally, Bess de Farber, UF's Grants Manager, spoke about "Grants Development and Collaboration Opportunities," showed us how institutions can succeed in obtaining grant funding by effectively cooperating, coordinating, and collaborating with each other, and cited the "Digital Library of the Caribbean" as an example of a successful collaborative project. The program concluded with an informal open forum discussion attended by Florida college and university archivists, and several historical society archivists, where ideas for collaborating on issues of common concern were discussed.

In addition to the presentations, several local venues hosted several enjoyable activities. The Matheson Museum, dedicated to preserving and interpreting the history and culture of Alachua County, and its Executive Director Carla Summers, hosted a lovely reception at their facility on the first afternoon of the conference. Following the annual business meeting on Tuesday, attendees car-pooled to the Marjorie Kennan Rawlings Historic State Park, today the site of the tiny community of Cross Creek. Here writer Rawlings lived and worked. Her cracker style home and farm, where she lived for 25 years and wrote her Pulitzer prize-winning novel *The Yearling*, has been restored and preserved as it was when she lived here. The group visited her homestead with a guide in period costume, where one can walk back in time to 1930s farm life. Following the tour, a tasty dinner was provided by several of the park's staff.

As your President, this is my final "address," as I turn over the gavel to the new SFA Executive Board members who were elected at this year's meeting: John Nemmers, President; Michael Zaidman, Vice President and continuing Newsletter Editor; Judith Beale,



Secretary; Kathy Turner-Thompson, Treasurer; and two new Directors, Wenxian Zhang and Flo Turcotte. Congratulations!! And hats off to Dorothy Patterson, from the Delray Beach Historical Society, who is the recipient of the 2009 SFA Award of Excellence, and to our four SFA Student Scholarship (*at left*) winners; Katherine Adams, Melissa Barber, Barbara Cardinale and Carlos Pearman for a job well done!

Many thanks are also in order for others who made the SFA Meeting a memorable experience: to the hospitable staff of the University of Florida Hilton; to Larry Gates of Hollinger MetalEdge, for his generous support; and to the University Press of Florida and Michael Zaidman for contributing their books to the silent auction, which was very successful.

Looking back over the past two years, I feel that SFA has remained an active and vital professional organization. Here's some examples of what we've accomplished: Updated the Society's Bylaws and Procedures, Celebrated SFA's 25th Anniversary at its June 2008 Annual Meeting in Bradenton, Refurbished the SFA Website, Revision of the SFA Membership Brochure, Supported the Opening Archives grant, through sponsorship of its EAD stylesheet, EAD, and Archon workshops, SFA representatives joined the IMLS "Connecting to Collections" Project Steering Committee, SFA endorsed the PAHR (Preserving the American Record Act) bill in 2008, a bill to provide federal formula grants to every state for projects that preserve historical records and make them more accessible. This bill is to be reintroduced in the end of April.

There are probably more that can be mentioned, but I think these have been the highlights. Not only do I plan to continue my work as your website and listserv manager, but I also want to remain active in SFA because its opportunities to cultivate longtime friends and colleagues, to network with others in the archival community, and to advocate for preserving Florida's documentary heritage have been very fruitful and satisfying to me. I encourage you to continue using the SFA Listserv, and to submit any news or information about your institution or other Florida archival news to our excellent Florida Archivist Newsletter. And please feel free to contact any of our Executive Board members if you feel we can help you meet your professional needs. *Sincerely, Burt Altman, SFA President*

Connecting to Collections

More than 150 archeology, archives, historic house, library, natural history, art, and history museums, and special collections professionals identified priorities for collections care in Florida. To better understand the state of Florida's collections, the Florida Association of Museums Foundation and collaborators are planning a statewide assessment of Florida's collections and developing strategies to educate legislators and public officials about their responsibility to preserve and conserve Florida's collections. FAMF's collaborators include Florida Art Museum Directors Association, Florida Library Association, Florida Public Archaeology Network, and Florida Trust for Historic Preservation, Department of State, and Society of Florida Archivists. Members of all these organizations met in three forums at three locations around Florida to identify priorities for collections.

The Institute of Museum and Library Services funded the planning phase of Florida's Connecting to Collections in response to the national *Heritage Health Index*, documenting how the nation's collections are at risk.

While the three forums clearly identified "lacks" around the state (funding, staff, training, advocacy, public access, the backlog on cataloguing, digitization and on-line access), the forums also identified a strong commitment to collaborate among the many organizations from different disciplines that attended.

A revelation for many is how similar the issues are whether you work in an archive, a library or a museum, or have responsibilities for archaeological collections or historic houses.

Attendees identified opportunities to collaborate across disciplines and outlined areas where collaboration would strengthen each organization's work. Potential collaborations include: Share resources and knowledge, Expand training opportunities for professionals and for volunteers, Help each other assess the state of collections, Explore shared storage facilities, Prepare for disasters, Create networks to help each other after a disaster, Communicate to the public that collections are a state asset much like environmentally sensitive lands, Advocate for funding for collections care at the local and the state level, Document collections and Provide public access to digitized and on-line collections-related resources.

The priorities identified during the forums will inform a statewide survey. The survey was drafted by the Connecting to Collections Steering Committee (including board members of each of the collaborating organizations). Dr. Paul Marty, Associate Professor in the College of Information at Florida State University will conduct the survey, along with Ph.D. candidate Kathy Braun. We will keep you informed when the survey is available.

Each forum was followed by a reception for area legislators to help them understand the importance of preserving collections as a community resource. Further information is available at: <http://www.flamuseums.org/programming/c2c/> or e-mail Myriam Springuel, Florida Association of Museums Program Manager, Myriam@SpringuelConsulting.com.



Florida's Secretary of State, Kurt S. Browning, accepts an award from the Florida Association of Museums President Russell Daws for outstanding work on behalf of cultural institutions in Florida. The reception followed the Connecting to Collections forum held March 23, 2009 in Tallahassee.



(Left to right) Russell Daws, President of Florida Association of Museums, Representative Dorothy Hukill, Councilwoman Pat Northey (Volusia County Council), Representative Pat Patterson, and Representative Scott Plakon joined forum participants for a reception following the forum at DeBary Hall Historic Site. The reception included a viewing of the IMLS video outlining the importance of collections and an opportunity for forum participants to speak directly with legislators about why collections matter in Florida.

Session Highlight From The Annual Meeting

This year's SFA Annual Meeting offered an excellent series of program sessions that were informative and practical. One that I attended was particularly helpful to me as an archivist exploring how to implement digitization into the processing workflow. Friday morning's session, "Digitizing Collections: The Basics," was presented by Lourdes Santamaria-Wheeler and Dr. Laurie N. Taylor (*right*), of the University of Florida Digital Library Center (DLC). Not only did they discuss the digitization process in general, but also informed us about DLC's various activities and projects. Each speaker first discussed the reasons for digitization work:

- ◆ To facilitate online access to the general public, which will result in increased researcher visits to your repository to view the original primary sources.
- ◆ Preservation of the originals.
- ◆ Specific scholar/research requests.
- ◆ Increased visibility of your collection and your institution.

Dr. Taylor then discussed two major considerations when selecting materials for digitization:

- ◆ The condition of the item.
- ◆ Copyright requirements; you need to seek permission of the copyright owner if the item is to be upload to your institutional website, and be sure you give attribution to the copyright owner.

The DLC, according to the speakers, follow the LC and Cornell University standards for digitization. For prints and negatives:

- ◆ 8-bit grayscale for black and white (if there's no significant color)
- ◆ 24-bit RGB for color prints and negatives, rather than CMYK, which is best used for screen prints
- ◆ 600 dpi (dots per inch), because most photos are fairly small in size
- ◆ 24-bit RGB at 400 dpi for 35mm slides

And for text, whether printed or handwritten:

- ◆ For older handwritten documents, use either 8-bit grayscale or 24-bit RGB, as appropriate.
- ◆ 300 dpi, unless the text uses a very small or is hard to read.

All items at the DLC are saved in an archival, uncompressed TIFF format, which is generally lossless.

The speakers spoke about scanning equipment. You should select what is designed for handling originals, if the budget permits it:

- ◆ Bound materials or loose, disbound materials – use a flatbed scanner, but be mindful of the condition of the item(s) to be scanned.
- ◆ Photos or maps – use an overhead scanner
- ◆ Film/slides – the Nikon Super Cool Scan 5000 recommended
- ◆ Newspapers – Copy Book recommended, since it has a cradle to support your object, and allows for newspaper scanning.
- ◆ Also, a high resolution digital SLR camera may be used.

Taylor and Santamaria-Wheeler concluded their talk by discussing the digitization process followed at the DLC. They use open-source software created by DLC programmers to facilitate the digitization process. This technology, which the DLC has dubbed "Toolkit," is also used for a partnering project, the Digital Library of the Caribbean. The speakers outlined the following steps:

- ◆ Metadata creation – descriptive information necessary for discovery
- ◆ Digitization (scanning), which creates a unique file identifier and folder
- ◆ Pre-QC (Quality Control), which prepares the item for quality control
- ◆ Quality Control, in which the digitized object is verified for correct resolution, standards
- ◆ Optical Character Recognition (OCR) – translates printed text for greater legibility and search ability
- ◆ Uploading

The "Toolkit" also has six "voting engines," or programs that internally determine the fonts in the original item to be OCR'd. Tape backups of the digitized files are sent to the Florida Digital Archive and they are also saved to DVD. The website for the University of Florida Digital Collections can be found at <http://www.uflib.ufl.edu/ufdc/>.

- By Burt Altman



Left, Lourdes Santamaria-Wheeler and Dr. Laurie N. Taylor.

University of Florida Awarded NHRPC Grant

UF Awarded NHRPC Grant to Digitize Historic Everglades Collections by John Nemmers

The University of Florida has been awarded \$72,650 from the National Historical Publications and Records Commission (NHRPC) to digitize materials from six archival collections related to the drainage, development, and conservation of the Florida Everglades in the late 19th and early 20th centuries. This 3-year project, *America's Swamp: the Historic Everglades Project*, will use cost-effective methods to digitize approximately 100,000 pages in six archival collections that document early plans to drain the Everglades in the 1880s and 1890s, the dredging of canals and subsequent development of the destroyed wetlands at the start of the 20th century, as well as early attempts by conservationists to preserve a portion of the Everglades. The collections date from 1854 to 1963, but the bulk of the materials included in this project date from 1877 to 1929. The year 1929 was selected as an end date because it marks the end of the South Florida land boom and the onset of the Great Depression.

The six collections include the papers of former governors, William Sherman Jennings and Napoleon Bonaparte Broward, two leading advocates for drainage of the Everglades. The papers of May Mann Jennings, Gov. Jennings's wife, document the activities of the Florida Federation of Women's Clubs to create and sustain Royal Palm State Park, which would become later form the nucleus of the Everglades National Park. The other collections include the papers of Thomas E. Will, founder of the Okeelanta settlement, the papers of railroad businessman, James E. Ingraham, and the papers of engineer and flood control expert, Arthur E. Morgan. Each of the six collections provides unique and valuable historical evidence regarding the Everglades in the late 19th and early 20th centuries, and it is difficult to research early drainage and conservation efforts without consulting these collections.

These nationally significant collections will be digitized in their entirety, and digital access undoubtedly will benefit scholars and researchers who are unable to travel to UF to conduct their research. The collections will be freely available on the Internet as part of the University of Florida Digital Collections (UFDC—<http://www.uflib.ufl.edu/UFDC/>). All imaging will be completed in the Digital Library Center, a unit of the UF Libraries. For all digitized materials, METS metadata will be created. Because the purpose of this grant project is to explore cost-effective digitization methods, the only newly created metadata will consist of technical and structural data. All of the descriptive metadata will be imported and repurposed from existing EAD finding aids. In other words, no item-level descriptions will be created during this project.

To increase discovery of and access to the six Everglades collections, UF will contribute digital objects and metadata to the Everglades Digital Library—<http://everglades.fiu.edu/>. The EDL is a project of the Everglades Information Network, a collaborative effort of the Florida International University Libraries, the Florida Center for Library Automation, the Everglades National Park, and numerous other agencies and research organizations. The EDL was established in 1996 to support research, education, decision making, and information resource management within the greater Everglades community. Since that time, the project has grown to serve patrons from around the world with digital collections, the online reference service 'Ask an Everglades Librarian', and other online information services.

This project creates exciting new areas of exploration for the UF Libraries. Because this project does not include the creation of item-level description metadata, it is ideal for experimentation involving researcher-contributed metadata. Following completion of the project, researchers can enhance discoverability and comprehension of the minimal metadata by contributing descriptions for objects. UF will use a tagging and contribution system with an editing or validation structure that would allow for contributions from authenticated and anonymous users. This process allows established researchers to easily share their expertise, and all others to contribute descriptions with or without attribution, based on their own preferences. In particular, it is anticipated that these materials will be used in the classroom and an obvious experiment would involve students contributing item-level descriptions as part of their coursework.

In addition, link paths and social tagging can be used to improve navigation of the project pages. UF also plans to make use of anonymous usage statistics in server log data to identify high-demand materials in the collections. User search patterns can point to areas of the collection where the high demand justifies the creation of authoritative item-level descriptive metadata. Likewise, staff can identify materials with high research value that are under-utilized and develop methods to highlight those items or otherwise improve their visibility.

As materials are digitized over the next three years, they will be made available on the UFDC project page - <http://www.uflib.ufl.edu/ufdc/?c=swamp>. All documentation, including technical specifications, will be included on the project page. The page also will include an education module that includes lesson plans and other information for use by teachers and students in the classroom. For more information about the project, contact the principal investigators: John Nemmers ([jнемmers@ufl.edu](mailto:jnemmers@ufl.edu)) or Laurie Taylor (laurien@ufl.edu).



Communiqué

ANNOUNCEMENTS

At the 2009 Society of Florida Archivists Annual Meeting in Gainesville, the newly elected Executive Board includes John Nemmers, President, Michael Zaidman, Vice-President, Judith Beale, Secretary and Kathy Turner-Thompson, Treasurer. The two new directors are Wenxian Zhang and Flo Turcotte. Dorothy Patterson was awarded the 2009 Award of Excellence.

... Florida Southern College is pleased to announce the new Sarah D. and L. Kirk McKay, Jr., Archives Center dedicated February 20, at the Water Dome Plaza. The 10,100-square-foot McKay Archives Center, adjacent to the Roux Library, comprises two stories. It will house

historically valuable collections that tell a comprehensive story of the spiritual, academic, cultural, social, and economic history and development of the State of Florida. The McKay Archives Center will be home to the Ruth K. and Charles T. Thrift, Jr., Florida United Methodist Heritage Center; the Governor Lawton M. Chiles, Jr., Center for Florida History; the Florida Citrus Archives; the Citrus Hall of Fame; and the Florida Southern College Archives and Frank Lloyd Wright collection.

... In February, Governor Charlie Crist made the following appointments to the Florida State Historical Records Advisory Board (SHRAB): Bonnie Brinson, 55, of Bradenton. Brinson is a retired Certified Records Manager, and has been reappointed for a term beginning February 6, 2009, and ending December 18, 2010; James M. Denham, 51, of Lakeland. Denham is a Professor of History with Florida Southern College, and has been appointed for a term

beginning February 6, 2009, and ending December 18, 2010; Jennifer L. Koslow, 38, of Tallahassee. Koslow is an Assistant Professor of History with Florida State University, and has been appointed for a term beginning February 6, 2009, and ending December 18, 2010; Jerry M. Windsor, 68, of Graceville. Windsor is the director of historical archives with the Florida

Baptist Convention, and has been appointed for a term beginning February 6, 2009, and ending December 18, 2011.

The Florida SHRAB serves the public as the central advisory board for historical records projects and provides leadership and guidance to help ensure the identification, preservation, and use of the state's historical records.

... The State Library and Archives' Records Management Program is revising Rule 1B-24, Florida Administrative Code, Public Records Scheduling and Dispositioning. The revisions will: incorporate rules for physical destruction and for secure destruction of confidential/exempt information; update definitions; and clarify and better organize language regarding scheduling and disposition procedures and documentation, www.dlis.dos.state.fl.us/newsletter/article.aspx?fromEmail=1&articleID=1175&newsID=1027.



... Historic photographs from the State Library and Archives of Florida's *Florida Memory Project* (www.floridamemory.com) are now available for public viewing and comment through an online photo collection called *The Commons on Flickr*, www.flickr.com/commons/

... National Library Legislative Day, May 11-12, provides a unified opportunity for people from across the country to share with our U.S. representatives and senators the value of federal funds that benefit

libraries. People visit Washington, D.C., annually on National Library Legislative Day. This year, Floridians will participate both in person and virtually.

... The State Library and Archives of Florida has added a collection of WPA Stories to the *Florida Memory Project*, www.floridamemory.com/Collections/WPA/. The collection consists of narratives created by writers working for the Writer's Project of the Works Project Administration (WPA) in Florida. The writings present a variety of subject matter, from folk stories and nature writings to scientific research and Florida history, in mostly short pieces intended for use in Florida classrooms.

The Federal Writers' Project was created in 1935 in an effort to find work suitable for the nation's thousands of unemployed writers, historians, librarians, and teachers. Part of Federal One, the name given to the four arts programs of the WPA (along with Theater, Music, and Art), the Writer's Project became both a lightning rod for criticism of President Franklin D. Roosevelt's New Deal programs and an ambitious attempt to harness the nation's idle writing and research talents to document America's cultural and social history.

... The Artist-Museum Partnership Act of 2009 - S. 405, would allow a fair market value tax deduction for charitable contributions of literary, musical, artistic, or scholarly compositions to collecting institutions such as museums, libraries, and archives. In the 110th Congress, the House



Dick Woolery, Bud Boyett and Rudy Halabuck playing poker underwater, May 1951. LC#: c014917. From *The Commons* on Flickr.

version of the bill had 111 cosponsors; a similar Senate bill has passed the Senate five times in previous Congresses. Now that a new Congress is under way, cosponsors are needed to help advance this legislation. With just a few clicks, you can help at www.congressweb.com/t/1/?HUOJWVGPEJUNWZ.

... Archives, libraries, museums, and arts and historic preservation organizations across America will set aside May 1, 2009, to participate in MayDay, www.heritagepreservation.org/programs/TFlessons/MayDay.html, a national effort to protect collections from disasters. Take one simple step to protect the art, artifacts, records, and historic sites you hold in trust.

... The Lone Arrangers Roundtable is now SAA's sixth largest roundtable with 263 members and continues to add content for its members (or anyone who works as a lone archivist) and lists state and regional contacts, www.archivists.org/saagroups/lonarr/index.asp.

... House Votes to Protect Historic Battlefields. On March 3, the House passed two bills to protect historic battlefields. The Revolutionary War and War of 1812 Battlefield Protection Act H.R. 146 - www.congressweb.com/t/1/?UQZQRORVOLIXQPZ would establish a battlefield acquisition grant program for the acquisition and protection of nationally significant battlefields and associated sites of the Revolutionary War and the War of 1812. The Civil War Battlefield Preservation Act of 2009 H.R. 548 - www.congressweb.com/t/1/?UQZQRORVOLCEMYJ would assist citizens, public and private institutions, and governments at all levels in planning, interpreting and protecting sites where historic battles were fought on American soil during the armed conflicts that shaped the growth and development of the United States. Both bills passed the House.

... The Getty Conservation Institute announced that papers from the GCI's Experts' Roundtable on Sustainable Climate Management Strategies (Tenerife, Spain, 2007) are now available for download, www.getty.edu/conservation/science/climate/climate_experts_roundtable.html. The papers address such topics as climate management strategies and emerging trends; the meaning of sustainability in relation to the preservation of cultural heritage; and whether cultural institutions such as museums, archives and libraries can or should play a role in the debate about energy consumption. The participants' discussion papers are supplemented by a transcript of the meeting and a bibliography on climate management.

BOOKS

The University Press of Florida has released several books this spring including: *Coming To Miami* by Melanie Shell-Weiss, ISBN 978-0-8130-3296-2, \$39.95; *Embry-Riddle At War* by Stephen Craft ISBN 978-0-8130-3299-3, \$34.95; *HMS Fowey Lost And Found* by Russell K. Skowronek and George R. Fischer, ISBN 978-0-8130-3320-4, \$45; *Great Masters of Cuban Art, 1800-1958* by Zeida Comesanas Sardinias, ISBN 978-0-615-24045-9 \$60.

For all the books above, contact Stephanie Williams, Publicity Manager, 352-392-1351x. 243 or sw@upf.com.

The Broward County Historical Commission to Move to Historic West Side School at 301 SW 13th Avenue in Fort Lauderdale

The Broward County Historical Commission is a county agency committed to preserving the records and artifacts of Broward County and encouraging awareness of local history. The Historical Commission was created by county ordinance in 1971, and consists of a board of twenty appointed commissioners. A professional staff oversees the day-to-day operation of the Commission's office and archives.

The Historical Commission, long housed on the second floor of a nondescript building attached to a parking lot, should be moving into its new headquarters this summer. The new building, a fine 1923 era school, has been renovated by Artspace, America's leading non-profit real estate developer. Artspace's mission is to create, foster and preserve affordable space for artists and art organizations. Of 32 such projects they have undertaken in the United States this is their first in Florida and consists of both the renovation of the school site and a new 37-unit affordable apartment complex for artists. The project, which took almost ten years to complete, was a team effort with the city, county, School Board and Lennar Corporation.

The new facility will have an exhibit gallery for changing exhibits, a spacious library and reading room, storage for archives, artifacts and archeological materials and a meeting room capable of holding events for up to 100 people. The move to the new building will almost double the space currently available in the cramped old facility.

Located in the heart of the historic Sailboat Bend neighborhood the renovated school will serve as an anchor for the area and a welcoming place for the Historical Commission's patrons. *By Denyse Cunningham, MA Curator*



... SAA is offering the following books: *Navigating Legal Issues in Archives* by Menzi Behrnd-Klodt, \$69.95; *Managing Congressional Collections* by Cynthia Pease Miller, \$19.95; *College and University Archives*, edited by Christopher Prom and Ellen Swain \$54.95; *Archival Internships* by Jeannette A. Bastian and Donna Webber, \$29.95. SAA membership receives a discount. Visit www.archivists.org/catalog or call 1-866-722-7858.

CAREER NEWS

Todd Bothel is the Registrar at the Jewish Museum in Miami Beach.

... Mary Agnes Beach, Collections Care Manager at the Flagler Museum in Palm Beach.

... Patricia Eddinger Jakubek, Research Assistant, Boca Raton Historical Society.

CONFERENCES/WORKSHOPS

The Florida Anthropological Society Annual Meeting, May 8-10. www.fasweb.org/meeting.htm.

... The Florida Trust Annual Conference takes place in Palm Beach at the Colony Hotel, May 14-16, floridatrust.org.

... Webinar - Preparing for Disaster, May 14, 2 - 3:30 pm, in collaboration with the American Institute for Conservation, 90-minute program designed to help you prepare for the worst. The program will cover low-cost, practical tips for emergency preparedness, a discussion of mutual aid networks, and lessons learned from the teams responding to the damage. Registration AAM Individual members \$25 (was \$89), www.aam-us.org/getinvolved/learn/preparingfordisaster.cfm

... This spring, the National Endowment for the Arts (NEA) will assemble policymakers, educators, advocates and artists to design arts education plans for their respective states. With these upcoming Education Leaders Institutes, the NEA will have gathered 19 policy teams since the program was launched in 2007. The NEA had announced the state teams who will attend the fourth institute, to be held this June in Chicago, www.arts.gov/news/news09/nea-announces-education-leaders-institutes.html

... The Society of American Archivists 73rd Annual Meeting takes place August 11-15 in Austin, TX.

... Registration is now open for the Curatorial Practices for Botanical Gardens course offered online by Edmonds Community College. The course will teach basic curatorial practices including the building, governing, documenting and preserving of botanical collections. E-mail hohn@edcc.edu and re: "HORT 225: Plants in Public Gardens."

DIGITIZING LINKS

CDL Guidelines for Digital Images maintained by the California Digital Library, www.cdlib.org/inside/diglib/guidelines/bpgimages/cdl_gdi_v2.pdf.

Library of Congress. *Library of Congress Technical Standards for Digital Conversion of Text and Graphic Materials*, www.memory.loc.gov/ammem/about/techln.html.

California Digital Library. *CDL Guidelines for Digital Images*, http://www.cdlib.org/inside/diglib/guidelines/bpgimages/cdl_gdi_v2.pdf.

North Carolina ECHO. *Guidelines for Digitization*. Edited by Katherine M. Wisser, <http://www.ncecho.org/dig/digguidelines.shtml>

BCR's CDP Digital Imaging Best Practices Version 2.0, Aurora, CO: BCR-Bibliographic Research Center, <http://www.bcr.org/cdp/best/digital-imaging-bp.pdf>.

From Digitizing Photographs: Exploring the Relationship Between Building and Using Image Digital Archives by Paul Conway, University of Michigan. Find Paul's entire topic and others at <http://www.archivists.org/publications/proceedings/researchforum/2008.asp>

Can't afford Photoshop? Perhaps you might like a free similar program called Gimp.org, GNU Image Manipulation Program.

EXHIBITS

Fishing in Florida (*below*) was revolutionized in 1885 in Punta Rassa when W. H. Wood from New York caught the first tarpon using a rod and reel. Venturing to Florida became all the rage and sportsmen traveled by rail and ship from the Northeast,

Midwest, and Europe in search of this new experience. *Tarpon Tales and Sport Fishing in Early Florida* at The Henry Plant Museum opens March 27 and continues to Dec. 27.

The exhibit examines the phenomena of sport fishing from the late 1800's to the 1930's on the west coast of Florida. While sitting in a Hemingway era fighting chair, a visitor's fantasy of the "great catch" will be enhanced by vintage photographs, mounted fish, rods, Edward vom Hofe reels, lures, tackle, gear, nets and souvenir tarpon scales.

... State Archives staff compiled a new online research tool titled *A Guide to Civil War Records at the State Archives of Florida*

www.floridamemory.com/Collections/

civilwarguide/ for the Florida Memory Project. The guide identifies and describes the state, federal, and private records pertaining to Florida's Civil War era (1860-1865) housed at the State Archives of Florida. Of note is the section titled "Florida and the Civil War: A Short History," which was written by State Archives staff member Dr. Boyd Murphree. The State Archives created this guide with the goal of assisting current historical research and promoting future study of this significant time period in Florida's history.



..... The National Archives, the nation's recordkeeper, is 75 years old this year. The Archives officially came into being on June 19, 1934, when President Franklin D. Roosevelt signed legislation creating the agency. Construction of our main building, along the National Mall in Washington, D.C., had begun in the final weeks of the Hoover Administration in 1933, and by late 1935, Archives staff began moving in. Start with a visit to our special 75th anniversary website, www.archives.gov/75th.

FUNDING

Tru Vue® Inc. has partnered with FAIC to offer grants to support projects in glazing applications for preservation of museum and library collections. Funds are to help defray direct project costs, including supplies and publicity. Projects must be supported by a conservator and demonstrate conservation goals. Up to four awards will be made each year. Each award includes a cash amount of up to \$4,000 and donated Tru Vue® Optium® materials. The deadlines for receipt of all materials is May 1 and Nov. 1 of each year. Guidelines and forms are available on both the AIC-FAIC.org and Tru-Vue.com websites or by calling the AIC office at 202-452-9545.

OTHER

Remembering passwords is challenging—particularly for systems that don't allow passwords to be repeated. Two easy-to-remember solutions are mnemonic devices and keyboard shapes.

And if you are passionate about genealogy, use it to help create memorable passwords.

A mnemonic device is a made-up phrase that stands for something else. For example, GINJAPIAP stands for "Genealogy is not just a pastime; it's a passion." There are no numbers in my mnemonic device, but if the program I was using required me to include them, I might replace the "i" with a one (GINJAPIAP becomes G1NJAP1AP). Another example is to use a zero for an "o" or a 2 for "to".

And consider combining phrases with words for readability. M2GGMWJANE — My second great-grandmother was Jane. When asked to change a password, make a simple switch. M2GGFWRALPH — My second great-grandfather was Ralph.

Another method I like is sketching a shape on the keyboard. For instance, I might draw an "M" (for Mary); or, if named Carla Chang, you could create two Cs: M — aw3edr5tg, C C — 32qas4edf. When required to make a change, reverse the sequence, or use a different location on the keyboard. CC — fde45saq23 or 23esa45tfd. It's important not to disclose passwords, so keep your password selecting method secret. *By Mary Harrell-Sesniak. Previously published in RootsWeb Review: 13 August 2008, Vol. 11, No. 18.*

The Institute on World War II and the Human Experience at Florida State University is pleased to announce their most recent endowment. On March 12, 2009 NBC News special correspondent and author Tom Brokaw honored World War II veterans Harold Baumgarten of Jacksonville Beach, and Samuel Gibbons of Tampa, at an "Evening with Tom Brokaw." At the event, Brokaw announced the creation of an endowed fund in their names through a personal gift of \$100,000 to the Institute.

Brokaw then surprised Baumgarten, Gibbons (both veterans of the Normandy invasion on D-Day) and the rest of the audience at Florida State's Alumni Ballroom with the announcement that an additional \$100,000 matching gift from the NBC/GE Foundation was expected, as well as a gift from Florida State, and along with matching funds potentially bringing the initial endowment up to \$400,000.

"This is very gratifying because Florida State has done a wonderful job in collecting the materials from the World War II veterans from all over the country," Brokaw said. "Collections like this should be stored at institutions like Florida State where everything is well organized and students and researchers have access to it. It's important for people to have a sense of what we went through. People were so eager to put World War II behind them and get on with their lives, it kind of got lost in the backwater a little bit.

In 1998, Brokaw's best-selling book, *The Greatest Generation*, encouraged thousands of World War II veterans and civilians to share their memories of the war era. He was flooded with letters, memoirs and photographs. He used many of these in his subsequent books, but soon realized that the collection needed a permanent home where it could be properly preserved and used by future generations. After announcing his need for a repository on the "Larry King Life" show, Brokaw learned of the Institute on World War II and the Human Experience through positive recommendations of their donors. Since, 2001, the Institute has housed The Tom Brokaw Collection. Brokaw also serves as the national honorary chairperson of the Institute's advisory board. The Institute is the nation's largest non-federally funded repository of World War II memorabilia. For more information, please see the Institute's webpage, www.fsu.edu/~ww2, email: ww2@ww2.fsu.edu, or phone 850-644-9033.

—by Joan Denman



Tom Brokaw, Harold Baumgarten and Samuel Gibbons.

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The Society of Florida Archivists is an organization of individuals and institutions who share a concern for the identification, preservation, and use of records of historical value. It is dedicated to the dissemination of information about such records and about sound archival methodology.



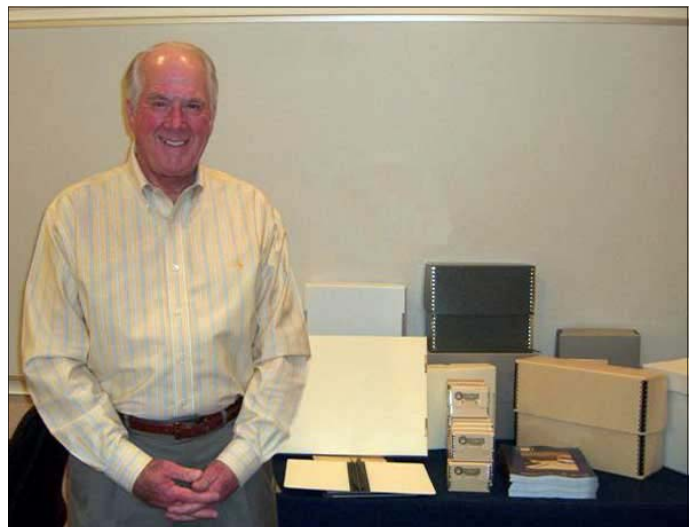
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Larry Gates (*below*) of Hollinger Metal Edge was the key sponsor of the 2009 SFA Annual Meeting in Gainesville.



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“The archivist handles all the flat items. The registrar handles all the three-dimensional items.”

- *Anonymous*

We invite you to join the Society of Florida Archivists. Don't miss the continuing education opportunities offered by SFA each year, information about what's happening in archives in Florida in **The Florida Archivist**, and the chance to mix with other archivists at the SFA Annual Meeting.

Specific benefits of Individual Membership are:

- ♦ Reduced registration fees for all of the Society's events.
- ♦ Subscription to *The Florida Archivist*
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- ♦ Eligibility for leadership positions in the Society.
- ♦ Discount on selected archival publications.

Membership in the **Society of Florida Archivists** helps all of us keep in touch with important archival developments and make a valuable contribution to the profession in the State. We hope you will become a part of this effort!

Annual continued from Page 1

comprehensive, but many members believe that it can serve as the foundation for an online network used by both researchers and archivists.

The discussion also focused on particular projects in which C&U archives could collaborate.

Most repositories share common collections and materials, such as campus publications, oral histories, and holdings documenting student life. Additionally, it was proposed that the group could explore use of the Archon system, which is being developed by the University of Illinois. Some of the C&U repositories already have adopted Archon, or are considering doing so. One other idea raised during the discussion involved reviving the Special Needs program that SFA had implemented in the past. Through this program, archivists can share their knowledge and provide assistance to repositories lacking resources or expertise.

Many of the attendees at the C&U session were excited by the exchange of ideas, and the group plans to continue the



discussion. It also is hoped that similar discussions can become a regular part of the annual meetings, with breakout sessions for C&U archives, historical societies, government archives, and other groups.

—by John Nemmers with photographs by Mary Flekke.



L-R: Virginia Page spoke about Performing Arts Archives from the Sarasota Ballet Archives perspective. Cindy Peterson reviews archival material. John Nemmers showed the Special Collections processing room at the University of Florida.



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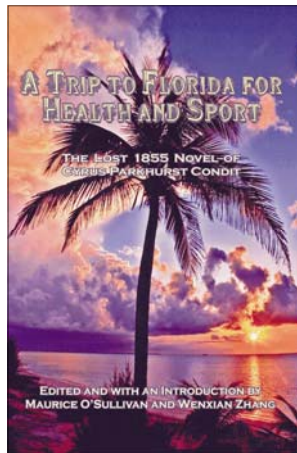
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Treasured Florida Manuscript Uncovers At The Rollins Archives

While conducting a summer inventory in the Archives and Special Collections at Rollins College, Wenxian Zhang, Head of Archives & Special Collections, "discovered" a rare manuscript in the school's Florida Collection. It consists of an unpublished novel about a young man's winter visit to Florida. Apparently written by Cyrus Parkhurst Condit (1830 – 1861), it was one of many gifts to Rollins from Frederick Dau, an editor, collector, and the author of *Florida: Old and New* (1934). Based on internal evidence, Condit's biography and historical events, it was determined that the manuscript was probably written in 1855.

Written on one side of 162 folio leaves (12 5/8 by 8 inches), the manuscript is folded in quires and sewn and bound in stiff tan wrappers. The sewing has come loose, as have the wrappers, but everything is present, including a portion of the spine. The manuscript is enclosed in a brown cloth slipcase. The wrappers and first and last few pages are damp-stained, obscuring only two or three words of the "Table of Contents."

The novel tells the story of George Morton, a seventeen year old New Yorker who travels one December to Florida for his health. While most of the narrative focuses on Welaka, a small town 55 miles south of Jacksonville, and the adjacent Lake



George region, it also includes visits to St. Augustine, Enterprise, Mellonville (now Sanford) and Silver Glen Springs, as well as hunting, fishing and camping trips along the state's rivers and lakes.

According to Dr. Maurice O'Sullivan, Kenneth Curry Professor of English at Rollins, the manuscript's importance stems both from its date, which makes it one of the state's first novels, and from its detailed portrait of ordinary life along the St. Johns River in the early 1850s. In describing how the handful of Welaka residents and the farmers who surrounded them worked and socialized, married and worshipped, hunted and fished, Condit has made a rich contribution to our understanding of antebellum Florida. The story's incidents and descriptions are so circumstantial in detail that they appear clearly based on first-hand experience or taken from familiar local anecdote. It is the book's record of those distinctively Floridian customs, the large and small events of day-by-day life, that makes it so valuable.

A Trip to Florida for Health and Sport: the Lost 1855 Novel of Cyrus Parkhurst Condit, edited with introduction by Maurice O'Sullivan and Wenxian Zhang, will be published by the Florida Historical Society Press in May 2009.