

NEW TOOLS TO PROTECT HERITAGE

National Task Force Releases New Tools to Protect Cultural Heritage...Resources Will Aid in Disaster Preparedness and Recovery

A new collection of handy tools designed especially for libraries, archives, museums, historic sites, and historic preservation and arts organizations has been released by the Heritage Emergency National Task Force. The tools are the result of the Task Force's "Lessons Applied" initiative to develop practical applications for the lessons from Hurricane Katrina, such as helping cultural institutions apply for disaster aid and developing relationships with emergency responders.

The new tools are available as free downloads at www.heritageemergency.org

Tips for Working with Emergency Responders. Getting to know local emergency responders and how they work before disaster strikes can help keep staff and collections safe. This handy sheet tells how to find and build relationships with emergency responders, as well as what information needs to be exchanged to help responders protect cultural institutions.

Guide to Navigating FEMA and SBA Funding. This concise Web site leads cultural institutions through the process of applying to the Small Business Administration (SBA) and FEMA for assistance after major disasters. Links put policies, application forms, and other necessary paperwork at the user's fingertips along with simple, step-by-step instructions for the application process.

MayDay. MayDay is an annual event that encourages cultural institutions to undertake one simple emergency preparedness task. Created by the Society of American Archivists, MayDay was expanded in 2007 to include libraries, museums, and arts and historic preservation organizations.

Last year hundreds of organizations promoted the message, and FEMA featured MayDay on its Web site. The Task Force has produced a list of suggested MayDay activities, as well as promotional materials.

Recommended Professional Emergency Management Training. Most staff members want to help in the aftermath of an emergency at their institutions or in their communities. The free courses listed in this resource teach cultural heritage staff and volunteer teams about local, state, and federal disaster response frameworks already in place, as well as official protocols and structure, terminology, and key local contacts.

Panels composed of Task Force members and other experts have been working since October 2006 to prepare new resources and develop longer-term recommendations in the areas of incentives for preparedness, working with first responders, effective regional response, funding, and coordination among service organizations. The Task Force met last July, to announce the new tools and discuss results of a member survey on Katrina, which will help the group prepare for future events. Other proposed initiatives include a preparedness poster, speakers' bureau on cultural heritage emergencies, guidelines for mutual assistance networks, GIS standards for cultural collections, a collections stabilization fund, and a new Foundation Center guide identifying disaster resources.

The "Lessons Applied" initiative has been made possible through grants from the National Endowment for the Humanities and the Bay and Paul Foundations and the volunteer efforts of Task Force members.

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For more information, please visit:
www.heritagepreservation.org

Presidential Address



Burt Altman

Dear SFA members:

A very Happy New Year to you all! I hope everyone had a safe and happy holiday season.

It's hard to believe that it's almost six months until our annual meeting in Bradenton, June 4-6. As you know, we will also be celebrating SFA's 25th anniversary. Please note - that the Holiday Inn-Riverfront Hotel, the original meeting site that we booked, suddenly informed us after Thanksgiving that the hotel will be renovated from April-August. Fortunately for us, our alert and informed local arrangements chair, Cindy Russell (with help from the Riverfront Hotel), quickly secured a new meeting site, the Holiday Inn Lakewood Ranch. This hotel is conveniently located at I-75 and University Parkway, and is close to three international airports. Room rates, for double or king-size beds, will be \$112 per night.

Just before the newsletter went to press, Cindy gave me an update on the meeting session presenters. We'll have:

- ◆ Liz Dunham, the Tampa History Fair Coordinator and our Immediate past SFA President, Dean Dixon, the Manatee County History Fair Coordinator, and KC Smith, the State History Fair Coordinator, will show how archives can best serve young students in preparing their Florida History Fair presentations.
- ◆ Kathy Thompson, from the Citrus County Department of Historical Resources, will discuss placing structures on the Florida Master Site File and the National Registry through archival research.
- ◆ Pam Cooper, a noted genealogist from the Indian River County Library's Archive Center and Genealogy Department will share her experience in helping patrons do genealogical research with archival materials.
- ◆ Seth Bramson, a Florida author, will discuss how he used archival resources as background material for his new book.
- ◆ Susan Lockwood, from the Florida Humanities Council, will inform us about writing grant applications.
- ◆ Donna Reed, Senior Records Analyst for the NARA Southeast region, will update us on changes at the National Archives.
- ◆ Yours truly will give a presentation about the Tallahassee Civil Rights Oral History Project.
- ◆ Roger Allen, Historical Sites Manager at the Florida Maritime Museum at Cortez, will speak about how archives were used to restore the 1912 Cortez Schoolhouse.

These sessions will be exciting and informative to all of us in the historical records community. Please stay tuned to the SFA website, at <http://www.florida-archivists.org/> for further details.

I hope everyone has a healthy and productive 2008!

- Burt Altman, SFA President

SFA Minutes of Board Meetings
will be available on our website
in the spring.



ACTION - ALERT

Seeking Co-Sponsors for PAHR Legislation

December 20, 2007 – The Joint Task Force on the Partnership for the American Historical Record is seeking archivists' help in contacting members of the House of Representatives to encourage their co-sponsorship of the "Preserving the American Historical Record" Act. This legislation will be introduced in the House by its current co-sponsors, Congressman Maurice Hinchey (D-NY) and Congressman Rodney Frelinghuysen (R-NJ), when Congress returns from its recess in January.

This is a *critical* time to enlist additional co-sponsors. Congressmen Hinchey and Frelinghuysen will be sending a "dear colleague" letter to invite other House members to join as sponsors. But it is essential that Representatives know that this bill is of concern to their constituents. You can help by making an appeal to your Representative in his or her home office during the recess.

Please take time to contact your members of Congress and tell them how important this bill will be to your state. Ask your Representative to consider becoming a co-sponsor of the legislation.

The following materials are designed to assist you in communicating with your Representatives.

A copy of the bill,

http://www.archivists.org/pahr/PAHR_Bill.pdf

A [draft letter](#) that you can customize and then fax (preferred), email, or send to your members of Congress.

www.archivists.org/pahr/PAHR_SampleLettertoCongress-122007.rtf

During the recess, you could send the letter to the district office.

[Background information](#) on the Partnership for the American Historical Record. This 2-page document makes the case for supporting the legislation. www.archivists.org/pahr/PAHR_SampleLettertoCongress-122007.rtf

An [Excel file](#) that details the specific amount of funding to your state if the bill is authorized and appropriated at the proposed level of \$50 million. www.archivists.org/pahr/PAHR_Excel.pdf

The text of a [brochure about PAHR](#). Use some or all of the ideas presented here when advocating for co-sponsorship or passage of the proposed legislation.

www.archivists.org/pahr/PAHR_Brochure-122007.doc

A [list](#) of those Members of the House who serve on the committees and subcommittees that will be taking up the legislation.

www.archivists.org/pahr/PAHR_CteesbyState-122007.rtf

You can find your Representative's name, address, phone, and fax numbers at www.humanitiesadvocacy.org/action_ctr.html

If possible, please try to visit your Representative while he/she is in the district office during the recess. If you can't get to the Representative, the regional office director can take your call and move your request forward.

The level of support that we gain early in this process will tell Congress whether the bill is viable - or just one of those bills introduced to please a constituent.

Please help to "Preserve the American Historical Record" by taking a few minutes in the coming weeks to make a call, pay a visit, or send a fax/email/letter to your members of Congress. It's time to tell Congress that what we do matters a great deal to this country and its inhabitants. We must have the resources to ensure access to our heritage. We can do this—with your help!

Please contact me if you need help or have questions.

Kathleen Roe, Chair

Joint Task Force on PAHR. Phone: 518-473-4254 Email: kroe@mail.nysed.gov

<http://www.archivists.org/pahr/index.asp>



Communiqué

ANNOUNCEMENTS/EXHIBITS

... Society of American Archivists (SAA) is moving to new office space in the historic Charles A. Stevens Department Store building on State Street. The white terra cotta building was designed in 1912 by D.H. Burnham and Company. (To see an historic image, visit: www.patsabin.com/illinois/stevens.html) Effective January 28, 2008, our new address will be: 17 North State Street, Suite 1425, Chicago, IL 60602. Our phone and fax numbers will remain the same. For your convenience, we've added a toll-free number: 866-SAA-7858.

... SAA annually recognizes outstanding achievement in the archives profession through an awards competition and the naming of Fellows. For more information on selection criteria and nomination forms, visit www.archivists.org/news/2008AwardsPromo.pdf. **Deadline: Feb 28.**

... The C.F.W. Coker Award For Description subcommittee of the SAA invites nominations of finding aids, finding aid systems, projects that involve innovative development in archival description, or descriptive tools that enable archivists to produce effective finding aids. Info can be found: www.archivists.org/governance/handbook/section12-coker.asp. **Deadline: Feb 28.**

... SAA's 2008 Student Program Subcommittee is accepting proposals for two special sessions dedicated to student scholarship to take place at SAA's Annual Meeting, August 26–30. Submit your paper or poster proposals today! **Deadline: Feb 15.** visit: www.archivists.org/conference/sanfrancisco2008/archives2008-studentcall.asp.

... The State Archives of Florida is pleased to announce the creation of a new online photo exhibit titled [Batter up! A Visual History of Baseball in Florida](http://www.floridamemory.com/PhotographicCollection/photo_exhibits/baseball/) [www.floridamemory.com/PhotographicCollection/photo_exhibits/baseball/] which includes selections from the nearly one million images housed at the State Archives. The exhibit explores Florida's long relationship with the national pastime, which dates back over a century and shows no sign of waning.

... The Fort Lauderdale Historical Society (FLHS) and H.E.L.P (stands for "Helping Every Little Person" and was established in 1998 to address the needs of disadvantaged, abused, and neglected children) will host their first ever Oldies Night with Rick Shaw of Majic 102.7 FM on February 2 at the FLHS (219 SW 2nd Ave) from 7-11 pm. Tickets are \$30 a person and include dinner and two drink tickets. Call 954-463-

4431 ext.16. Upcoming exhibits include: Feb. 1 –Apr. 27, *Break a Leg in Broward: A History of Local Filmmaking and Community: African-Americans in Fort Lauderdale.*

... For anyone looking to fill their exhibits schedule, the Orange County Regional History Center offers eight (8) traveling exhibits ranging from the Civil War to Jack Kerouac, see <http://thehistorycenter.org/exhibits/?art=travel>. Questions, please contact Barbara Knowles at 407.836.8519.

... An expanded version of the general data analysis of the Archival Census and Education Needs Survey is available online at www.archivists.org/a-census/ACensus-Part3-Expanded.pdf. "A*CENSUS: A Closer Look" was produced by Victoria Irons Walch, the project's principal research consultant.

CONFERENCES/WORKSHOPS

... The *25th Anniversary & Annual Meeting of the Society of Florida Archivists* will take place, June 4 - 6, 2008 in Bradenton. "The Future of Archives" at the Holiday Inn at Lakewood Ranch, 6231 Lake Osprey Drive, Sarasota. Room rate is \$112 per night or suite for \$139. Ask for the SFA rate when making your reservation, 866.782.4401. The hotel conforms to Florida's Green Lodging Program.

... *Astronomy from the Ground Up's* (AFGU) next online workshops for science, nature center and museum educators will be held Feb. 21–March 13, and will be offered free thanks to support from the NSF. Organized by the Astronomical Society of the Pacific with the National Optical Astronomy Observatory and the Association of Science-Technology Centers, the courses are held via e-mail, videochat and telephone. Participants receive a free toolkit, learn fun techniques for presenting astronomy and interpreting current events and become part of the growing AFGU community, with ongoing access to resources and support. Contact afgu@astrosociety.org or apply at www.astrosociety.org/afgu/distance.html.

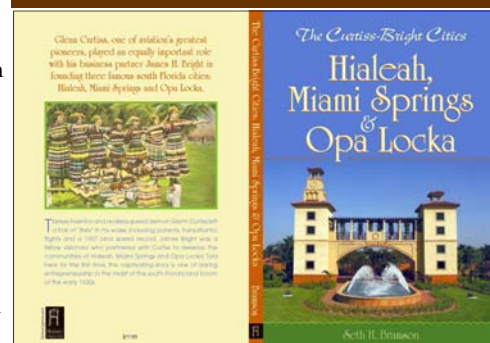
... The Florida Gulf Coast ARMA Seminar is happening April 3-4 in Safety Harbor. Information can be found at www.fgcarma.org. The seminar is focused on "Elevating Records Management from the Basement to the Board Room"

... The National Genealogical Society conference, May 14-17 in Kansas City, www.eshow2000.com/ngs/2008/.

... The 22nd annual Western Archives Institute will be held at San Diego State University in San Diego, June 15 – June

27. The Western Archives Institute is an intensive, two-week program that provides integrated instruction in basic archival practices to individuals with a variety of backgrounds. Tuition for the Institute is \$700 and includes a selection of archival publications. Additional

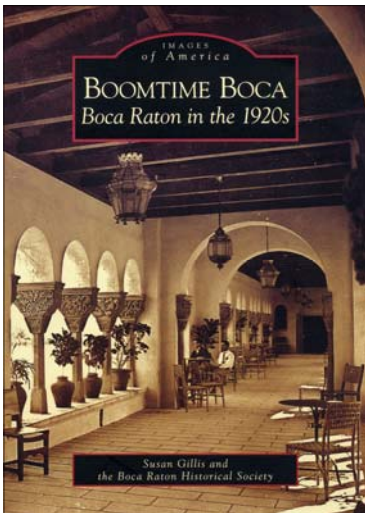
New book by Seth Bramson - see Books Released section.



fees are charged. **Deadline is March 15**, at http://www.sos.ca.gov/archives/level3_wai.html.

... June 21-28, at The University of Wisconsin – Madison, a leadership institute for archives professionals. Most of the costs are covered by a grant from the National Historical Publications and Records Commission and a registration fee of \$500 includes tuition, instructional materials, lodging, and some meals. A number of scholarships for travel and tuition will also be awarded www.slis.wisc.edu/continued/archivesinst.html.

... Federation of Genealogical Societies conference, Sept. 3-6 in Philadelphia, www.fgsconference.org/index.php.



... 2008 AASLH Annual Meeting, Rochester, NY, September 9-12, Discovering the Power of Transformation, www.aaslh.org.

... Led by the Lincoln Bicentennial Commission, many organizations are working on events and lectures to commemorate the birth of Abraham Lincoln in 2009.

Events will take place beginning in Feb and continue through 2010. Visit

www.lincolnbicentennial.gov/commission/.

BOOKS RELEASED

... The Boca Raton Historical Society and Arcadia Publishing are pleased to announce the release of a new publication entitled *Boomtime Boca: Boca Raton in the 1920s* (above). Author Susan Gillis, archivist for the Historical Society, has put together a new photographic history about Boca Raton's most glamorous era using rare photographs found in the collections of the Society. *Boomtime Boca* features 200 photos and other graphics revealing a pivotal era in the development of the community and state. The chapters cover the era before, during, and after the boom, and depict many wonderful seldom seen images of the current Boca Raton Resort & Club and other historic structures. *Boomtime Boca* costs \$19.99 plus tax and is available through the BRHS website on-line gift shop (www.bocahistory.org), or through www.arcadiapublishing.com.

... The History Press, www.historypress.net, of Charleston, South Carolina has announced that Seth Bramson's two newest Miami-Dade County local histories will be published in late February or early March. *33154: The Story of Bal Harbour, Bay Harbor Islands, Indian Creek Village and Surfside* is 128 pages with almost 200 photographs of the four beautiful and affluent communities covered by the book. *The Curtiss--Bright Cities: Hialeah, Miami Springs and Opa Locka* will be 160 pages with over 200 photographs. His next book, also to be published by the History Press, will be titled, *L'Chayim! The History of the Jewish Community of Greater Miami*.

GRANTS/SCHOLARSHIPS

Eleven rural libraries and library systems will receive a total of \$96,000 in available Community Libraries in Caring grant funds this year. The purpose of the CLIC program is to assist small, rural public libraries to improve library collections and services, improve adult and family literacy, and develop the economic viability in targeted counties and communities.

Statewide, 32 counties and 11 communities were eligible to apply for CLIC grants in 2007. Applications from eligible counties and communities exceeded funds appropriated for this program. Funding was also four percent below the original appropriation of \$100,000 due to state budget considerations. In all, 24 eligible counties and six eligible communities submitted applications, requesting a total of \$236,259. 2007 CLIC grant recipients can be found at <http://dliis.dos.state.fl.us/newsletter/article.asp?articleID=1118&newsID=1022>.

... The Bureau of Historic Preservation, Div. of Historical Resources, FL Dept of State and the FL Historical Comm. recently issued a grant to the Fort Lauderdale Historical Society to repair the fire escape on the Historic New River Inn. The FLHS received \$24,500 to make the New River Inn more secure and up to code. The grant not only covered repair of the fire escape but priming and painting due to the damage the rusty

fire escape caused on the North end of the building. Also on the list of repairs, were the New



River Inn's second floor porch railings (above).

... Florida State University's Institute on World War II and the Human Experience, www.fsu.edu/~ww2 has artifacts in addition to thousands of documents. Thus, we are pleased to announce that the National Endowment for the Humanities has awarded the Institute a grant for an Artifact Assessment Project. This award will allow the Institute to contract with a professionally trained conservator to assess some of the Institute's more unique and fragile three-dimensional objects and determine what conservation remedies are needed. The amount awarded, \$5,000, is the maximum allowed for this type of grant.

... Continued on page 7

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SFA Membership Application

- \$20 Individual
 \$50 Institution
 \$200 Corporate
 \$___ Add'l Contribution

Name _____

Institution _____

Address _____

City _____ ST _____ ZIP _____

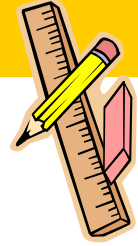
Work Phone _____

E-mail _____

Student (school - if applicable) _____

Society of Florida
Archivists
P.O. Box 2746
Lakeland, FL 33806-2746

**Archivists
rule!**



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*
- ◆ Full voting privileges in elections and at the annual business meeting.
- ◆ 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!

...The National Trust for Historic Preservation is seeking nominations of deserving individuals, organizations, agencies or projects for the National Preservation Awards, which celebrate excellence in historic preservation. **Deadline Mar. 1**, www.nthp.org.

... The [Early American Industries Association](http://www.eaiainfo.org) www.eaiainfo.org has announced a \$6,000 grants program—up to \$2,000 per grant—for individuals or institutions researching early American industries in the home, in the shop, on the farm or at sea. Grants will assist with research leading to publications, exhibitions or audiovisual materials; they are not tuition, scholarship or internship funds. **Deadline is Mar. 15**.

... The Distinguished Lecturer Series, organized by the Consortium for Ocean Leadership with funding from the NSF, brings scientists performing cutting-edge research with scientific ocean drilling to museums for public speaking events. To apply to have a 2008–2009 Distinguished Lecturer speak at your museum, visit the [Ocean Leadership](http://www.oceanleadership.org) website, www.oceanleadership.org, by the **April 4 deadline**.

ODDS & ENDS

The German Emigrants Database is available at the Bremerhaven Museum website, www.deutsche-auswanderer-datenbank.de/index.php?id=51. The database comprises information on emigrants who left Europe for the United States of America between 1820 and 1939, primarily from German ports. It is

constantly being added to, but already contains data on 4.4 million emigrants. *Previously published in RootsWeb Review: 9 January 2008, Vol. 11, No. 2.*

... Conservation of the Getty Institute link for its educational newsletters <http://www.getty.edu/conservation/publications/newsletters/>.

...Publisher's Weekly (Nov 5, 2007) "Best Books 2007 - PW picks 150 of the year's most outstanding titles Fiction - [one of the winner's listed]: "The Archivist's Story," by Travis Holland (Dial Press). Set in 1939 Moscow, the story of a disgraced literature professor who's in charge of destroying anti-Soviet writings and decides to save an unfinished manuscript of Isaac Babel's captures the mood and realities of life in Soviet Russia. ...Americans for the Arts this year released [Arts & Economic Prosperity III: The Economic Impact of Nonprofit Arts and Culture Organizations and Their Audiences](#), which documents the key role played by the nonprofit arts and culture industry in strengthening our nation's economy. This study demonstrates that the nonprofit arts and culture industry is an economic driver in communities—a growth industry that supports jobs, generates government revenue, and is the cornerstone of tourism.

...A good source for out-of-print books is the Gutenberg Project at www.gutenberg.org. The site offers more than 20,000 free books as well as a collection of sheet music.

Society of Florida Archivists
P.O. Box 2746
Lakeland, FL 33806-2746

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.

Newsletter in color on the web!

Does your name have an asterisk next to it? If so, your membership is overdue. Please use the form on page 7 to update.

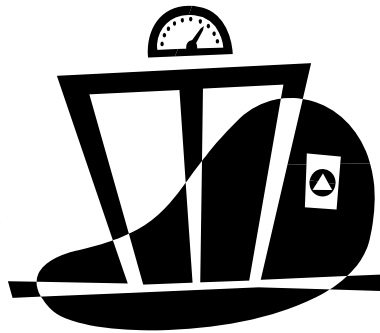
BEST ELEVATOR SPEECH CONTEST

Can you come up with a better one?

Lisa H. Lewis took her boss' advice and decided to enter the "Best Elevator Speech" contest conducted by SAA in celebration of American Archives Month 2007. Her 28-word entry took first place and won her a free year membership in SAA and a \$50 coupon for books. The associate archivist for the Catholic Diocese of Baton Rouge says it was easy to compose her entry because she had already developed a simple explanation to help anyone who is unfamiliar with the profession understand what she does for a living.

The selection committee, a subgroup of the American Archives Month Task Force, also named an "honorable mention" in the contest: Jacquelyn Ferry, cataloguing archivist and EAD coordinator for the Wisconsin Historical Society. She won a \$50 coupon for books.

Can you write an explanation of what an archivist does in under 30 words?



The winning entry:

"Archivists bring the past to the present. They're records collectors and protectors, keepers of memory. They organize unique, historical materials, making them available for current and future research."

Honorable mention:

"Archivists acquire, manage, preserve, and help patrons identify and use historically significant collections of unique materials, such as government records, manuscripts, photographs, films, and sound recordings."