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LONE ARRANGERS
ROUNDTABLE MEETING
MINUTES

WHO ARE YOU?/WHO ARE
WE?

September 2004



SOLO The Newsletter of the Lone Arrangers Roundtable

Lone Arrangers Roundtable Minutes

August 5, 2004

SAA Boston, MA

Minutes by Nancy Freeman

The meeting began at 5:30 with introductions of the co-chairs of the Roundtable, Nancy Freeman and Russell Gassero. Frank Boles, the Roundtable's SAA Liaison, addressed the group giving information about 2005 New Orleans SAA program proposals. He also informed us that if the Roundtable wants to raise money, we need to go through Council.

Russ Gassero reported on the feasibility of having a lone arrangers listserv. One person has volunteered to host the listserv—Courtney C. Yevich, Virginia Museum of Fine Arts, Richmond, VA. Roundtable members were polled regarding interest, and about half raised their hands. Russ will check into it further. After one year, we'll evaluate the efficacy.

Regarding the newsletter, Russ talked about the "introduction section" where people can introduce themselves to the group. In the summer newsletter, Russ provided questions and received about six responses. He'll summarize those for the next newsletter. This could be an ongoing section of the newsletter. Overall, the purpose of the newsletter is to be a place for information and maybe discussion.

A few ideas came up regarding 2005 SAA session proposals. One idea centered on how to do things with fewer resources, with a working title of "Big Issues, Small Repositories." Another idea dealt with building a new archival facility and how that all works. Members were encouraged to talk with each other about ideas.

The attendees then broke into small discussion groups that included the topics: professional development and the lone arranger; administration and the lone arranger; media and the lone arranger; and computers and the lone arranger.

The meeting adjourned at 7:00. There were 34 attendees.



Who are you/who are we?

Barbara Austen

Connecticut Historical Society

My primary outside (of work) activity is Scottish Country Dancing, which I both engage in and teach. This week starts a new journey into the world of volunteering with special needs/disabled children in the Hospital for Special Care. I also enjoy gardening, quilting, playing with children, swimming, and cats.

The greatest enjoyment I find is organizing a collection(s) so researchers of whatever kind can find that tantalizing tidbit they have been seeking for months/years/decades.

In this job, I need to learn to catalog manuscript collections in MARC to such a level as to please the book cataloger here.

I would be glad to serve as a resource.

Barbara Austen

Manuscript Archivist / Cataloger

Connecticut Historical Society Museum

One Elizabeth Street

Hartford, CT 06105

(860) 236-5621, ext. 251

Fax: (860) 236-2664

www.chs.org



Linda Clark Benedict

Warren Hunting Smith Library, Hobart and William Smith Colleges

I'm still learning the archives after a year and a half and enjoy the constant discovery. On my own time I love quiet water kayaking, birding, doing stained glass work and watching movies.

I very much enjoy getting things organized. I keep finding things that need to be computerized and I'm always building and adding to my databases. I'm just getting the hang of MARC cataloging for archives and am enjoying converting the smaller collections from the shelf list. (Mostly because it's easier to find things.)

My greatest concern is capturing the colleges' web presence. So many things that used to be printed are now only available on the web, I fear we will be losing this time period in our history.

I am willing to serve as a resource, but am new, so I don't have a lot to offer.

The best way to contact me is by e-mail. lbenedict@hws.edu.

Linda Clark Benedict, MLS

Archivist

Warren Hunting Smith Library

Hobart and William Smith Colleges

Geneva, NY 14456

315-781-3009

Fax: 315-781-3560



Stephanie Gardner

Archivist, Wythe County Historical Society and Town of Wytheville, Virginia, Department of Museums

I enjoy archival work, especially description and access issues. I've recently been hired in a Curatorial position where I work with objects as well as archives. I also work as a Contract Archivist for the Wythe County Historical Society.



*Find and give
assistance to
others in the
roundtable*



*Find that
tantalizing
tidbit*





*Develop out-
reach programs
with other com-
munities in the
area*



*Learning about
digitization of
collections*



I would like to spend some time working on: access to archives in small museums, net-
working for small museums (with no money to spend on meetings), speaking with other archi-
vists who also work with objects

Would you be willing to serve as a resource for other lone arrangers. The particular areas
of strength in which I can assist: Description, beginning an archival career, creating finding
aids I can be contacted via e-mail: stephanieg@wytheville.org or by telephone: 276.228.3331

Stephanie Gardner
Department of Museums
Town of Wytheville
PO Box 533
Wytheville, VA 24382



Sr. Mary Denis Maher
Archivist, Sisters of Charity of St. Augustine Archives

Having taught English and some history at the high school and college levels, I continue to
work with some graduate students as well as research Sister nurses in the Civil War, the
subject of my dissertation and subsequent book.

Professionally, what I like best about archives is the “history detective” work that goes into
responding to a researcher’s queries and the pleasure at finding the right information. Archi-
vists were very good to me as I researched my work on 19th century religious communities
and I like to offer that same experience with others.

I would like to spend some time working on the process for becoming a certified archivist
as well as developing some outreach programs in conjunction with other archivists of religious
communities in the area. And certainly, working to improve our arranging methods, especially
some computerized system.

If I can be of assistance to others just starting their archives or needing any other informa-
tion I can give, I would be happy to be a resource for whatever I know. I can be contacted at
smdm@srssofcharity.org or 330-659-4161

Sr. Mary Denis Maher, CSA, PhD
Archivist
Sisters of Charity of St. Augustine



Catherine Markey, OSB
St. Scholastica Monastery Archives

I like to walk, read, especially mystery stories for recreation and more serious ones for
growth. I especially am interested in Monastic history, but do not have a great wealth inside
me yet.

I like the variety of what I am called upon to do and wish I had more background for the
different areas.

I would like to learn how to use the computer better in my archival work; Likewise, I am
interested in digitalizing—learning about it, but I do not foresee that we will have the funds to
do much about it.

Contact method: catherine@scholasticafortsmith.org



Joel Minor
Oglala Lakota College Archives

I enjoy history of all sorts, as well as literature and the independent arts—especially music.
Professionally I try to be as well-rounded as possible.

I like the responsibility of archives: taking the raw data of history and producing a sensible
but authentic product for research.

I would like more straight-forward discussion on digitization projects in small shops, specifically how to prioritize them with other lone-arranger duties. Time management is also a very important concept for lone arrangers to discuss and master.

I am willing to be a resource for others, although having been out of graduate school only two years now, I'm not sure how much help I would be. Contact information below:

Joel Minor
Archivist, Oglala Lakota College
490 Piya Wiconi Road
Kyle, SD 57752
605-455-6063
jminor@olc.edu



Rebecca Roberts Berry College Archives

In my away-from-work time, I enjoy making art, especially collage and digital collage and I try to bring that creativity into my work environment, too. Professionally, I would like to find ways to share both resources and information between those of us in similar situations (for me, that would be the small, academic institution setting) to keep us from having to reinvent the wheel or second-guess our decisions.

I enjoy education and outreach best about archival work and relish the opportunity to mentor students interested in this field.

Gosh, there are so many things that I would like to learn more about within the profession. Here are a few: funding options for large-scale preservation projects; the changing role of archivists as technology changes; and ways to develop records management guidelines in cooperation with archival needs (ensuring that we have what researchers need 50 years from now).

I would be glad to serve as a resource for other lone arrangers, although I've only been an archivist for four years. I feel most comfortable assisting with education and outreach questions, but am glad to discuss just about anything related to the field. I can be reached at rroberts@berry.edu or via phone at 706-238-5886.

Rebecca Roberts
Archivist
P.O. Box 176 Berry College
Mt. Berry, Georgia 30149
706-238-5886 office
706-238-7937 fax



Sister Noemi Tereszkievicz Archivist, Saint Joseph Province of the Sisters of the Holy Family of Nazareth, Pittsburgh, Pennsylvania

I am finding reading fiction and non-fiction selections from the Best Seller List most rewarding and uplifting. I am especially interested in exploring the past documents of our congregation and province from a historical perspective in all aspects of our religious life. Those that I have had time to look at have been fascinating. They uncovered keys to understanding the relationships of the more recent holdings.

I believe we can learn so much from each other's experience and education. I would like to know more about setting up displays of our collection for public viewing and understanding. Sharing practical and economical techniques for repairing documents and storing them or how others have classified and stored their photographs and news clippings would also be helpful.



*Find ways to
share both re-
sources and
information*



*We can learn so
much from
each other's
experience and
education*





*Learn methods
and techniques
from others and
reach out to
colleagues*



*An avid
ferroequinologist
(both full size
and the minia-
ture version)*



No, I am not ready to serve as a resource for other lone arrangers since I have only two years' experience as an archivist. I can be contacted at noemit27@yahoo.com.

Sister Noemi Tereszkievicz, CSFN
Srs. of the Holy Family of Nazareth
285 Bellevue Road
Pittsburgh, PA 15229



Elizabeth Uhlig, Archivist Lane Community College Archives

I do traditional Western as well as Japanese bookbinding and am interested in the history of books, bookbinding, and rare books. I have a long-time interest in Japan and things Japanese, especially Japanese history, art, and crafts.

What I like best about archives is the variety of archival work and the chance to branch out into related fields. Right now I'm enjoying preparing for my college's 40th anniversary this fall by developing photograph exhibits and conducting oral history interviews.

I would like to learn how other archivists are using the internet to advance their archival work. I would also like to connect with archivists from other community colleges.

I'd be happy to be a resource. I can be contacted at: (541) 463-5466 or uhlige@lanecc.edu
My website is: www.lanecc.edu/archives

Elizabeth Uhlig, Archivist
Archives & Records Management
Lane Community College
4000 E. 30th Avenue
Eugene, OR 97405-0640
phone: (541) 463-5466
fax: (541) 463-3970



John Zwicky, Archivist, American Academy of Pediatrics

I like the diversity of archival work, especially organizing records and making them usable. I also like reference work as it helps people to do their work in the organizations I work for.

Professionally, I would like to discuss the general gamut of the things we do as archivists. Russ Gasero suggested the need to rethink the traditional foundations to remain relevant, probably due to his interest in computers. I don't know that we need to rethink them so much as to expand them. We lone arrangers have to do everything, so much so that we all could probably benefit from some public history courses in museum work, oral history, etc. as sooner or later our employers will ask us to handle these duties on top of everything else we do. In my case, I already deal with artifacts at both of my jobs.

As to hobbies, I like to read a lot. I spend some time on computers, but not a lot. I am also an avid ferroequinologist and am also into the miniature version. I can be contacted at jzwicky@aap.org or johnz@ascp.org.

John Zwicky, PhD (my boss says it means piled higher and deeper-she's seen my desk)
Archivist
American Academy of Pediatrics
847/434-7093
and
American Society for Clinical Pathology
312/738-1336, ext 1145



Editor's Notes

Send me some more biographical bits and add your name to the growing list as we get to know one another and discover to whom we can turn for advice and information.

Share news about your current projects or other information.

The next issue will include some of the handouts from the session that Nancy Freeman, Susan Pevar, and Susan Rishworth did at the Boston meeting.

If you have presented papers or made presentations about your repository, send it to me and we can include that in a future newsletter.

I am exploring the possibility of a website for lone arrangers. Send me some comments about what you think might be nice to have on that site. I don't want to duplicate other sites, but see this as one way of distributing papers and presentations to those interested in sharing and learning.

I will be working with Courtney to see if we can get a listserv for lone arrangers up and running. I appreciate her volunteering to help with this project.

Finally, send me questions about methods or techniques or problems you are having. Let's see if we can develop some answers in these pages.

Russ
rgasero@aol.com



Questions and problems for discussion



What could be on a lone arrangers web site?



Questions and problems for discussion



Chair:
Nancy A. Freeman, C. A.
nancy.a.freeman@usda.gov

Co-chair:
Russell L. Gasero, C. A.
rgasero@aol.com

Newsletter Layout/Design:
Russell L. Gasero, C. A.
rgasero@aol.com

Mission Statement:

To provide education, stimulate communication, and encourage support between archivists working in "lone arranger" settings. The term "lone arranger" includes those working alone or in small staff situations where they are the only archivist.



Society of American Archivists
527 S. Wells St.
5th floor
Chicago, IL 60607
Tel: 312/922-0140
Fax: 312/347-1452
www.archivists.org