

LOUISIANA ARCHIVES & MANUSCRIPTS ASSOCIATION

LAMA NEWSLETTER

ARCHIVES NEWS FROM AROUND THE STATE

FALL/WINTER 2016

Nicholls State University Hosts 2016 Annual Meeting



Aimee Everett presents the first I. Bruce Turner Distinguished Service Award, accepted on behalf of Bruce's family by Jean Kiesel.

Photo courtesy of Clifton Theriot.

The Louisiana Archives and Manuscripts Association held its annual meeting on October 7, 2016 at Nicholls State University in Thibodaux, Louisiana. The meeting hosted forty-five attendees and included three sessions in addition to the annual business meeting. In opening remarks, Vice-President Helen Thomas recognized the Society of Southwest Archivists, LSU SLIS, and the Lafourche Heritage society for the sponsorships they provided in support of the meeting. The first session, "The Red River Campaign in Letters and Documents," was led by guest speaker Dr. Henry Robertson of Louisiana College. He spoke about his recent book, *The Red River Campaign and Its Toll*, and the role archives and archivists played in his research. His presentation emphasized the importance of consulting primary sources when exploring new perspectives on topics already covered by other historians, and identified helpful methods and techniques he employed during his primary source research. The second session was a panel discussion on the implementation and use of ArchivesSpace, featuring Jennifer Mitchell (Head of Manuscripts and Processing at Louisiana State University), Christine Hernandez (Special Collections Curator of the Latin American Library at Tulane University), Helen Thomas (Assistant Archivist at Nicholls State University), Nolan Eller and Mary Linn Wernet (Assistant Archivist and Head Archivist at Northwestern State University). The panelists spoke about how and why they chose to use ArchivesSpace at their institutions, the progress of their implementation and associated data migration,

and the opportunities and challenges presented by the transition.

The third session of the day was LAMA's first student poster session. The session featured five posters showcasing the research of Louisiana State University SLIS students Samuel Ayers, Paula DuPont, Sara Harrington, Amanda Munson, and Timothy Leonard. This session was generously supported by LSU SLIS, which covered the printing costs for student presenters. The fourth and final session of the day was a series of lightning talks on the topic of "Assistants in the Archives." Chris Brown (Archivist, Centenary College) led the session, which featured Amy Jones (Assistant Archivist, Diocese of Baton Rouge), Lisa Juengling (Archives Associate, LSU School of Veterinary Medicine), Elizabeth Kelly (Digital Initiatives Librarian, Loyola University), Michelle Riggs (Archivist, LSU-Alexandria), and Travis Williams (Archivist and Public Services Librarian, LSU Law Center). They spoke about experiences managing a variety of assistants, including undergraduates, graduate students, and community volunteers. Their presentations focused on identifying appropriate projects for assistants to work on, assigning tasks based on skill sets and interests, and other best practices. Afterwards, the audience was invited to share further examples of how they have effectively used student or volunteer labor at their repositories.

"Annual Meeting" continued on p. 2

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“Annual Meeting” continued from p. 1

Following the educational sessions, President Katie Oubre conducted LAMA's business meeting. The minutes of last year's meeting were approved, and Treasurer Aimee Everett reported that LAMA has a balance of \$11,900.04 in its bank account. Members discussed an upcoming disaster preparedness workshop as well as ideas for effective outreach to the Louisiana Historical Association. During the business meeting, LAMA took the opportunity to acknowledge the passing of our colleague Bruce Turner (Archivist, University of Louisiana at Lafayette) and to recognize his contributions to the profession with the creation of the I. Bruce Turner Distinguished Service Award. Aimee Everett offered a few words in memory of Bruce, and announced that he would be the first recipient of the award. ULL Librarian Jean Kiesel accepted the award on behalf of Bruce's family.

Elections were held and the positions of vice-president/ president-elect, treasurer, and three board memberships (2 regular, 1 interim) were filled. LAMA members elected Remesia Bolerjack as vice-president/president-elect and Aimee Everett as treasurer. Nolan Eller and Sean Benja-

min were re-elected to the Executive Board, and Jennifer Mitchell was elected as interim member of the Executive Board (completing Remesia Bolerjack's term). Remesia Bolerjack and Edward Benoit were acknowledged for facilitating the sponsorships that SSA and LSU SLIS provided to offset some of the costs of this year's annual meeting. At the conclusion of the business meeting, some of the attendees visited the Nicholls Archives and Special Collections and nearby Laurel Valley Plantation for tours.

Thank you to all attendees, presenters, and sponsors for their role in a successful annual meeting, with special thanks to Katie Oubre of the Diocese of Baton Rouge and Clifton Theriot of Nicholls State University for planning assistance, Miki Pfeffer of the Lafourche Heritage Society for volunteering at our registration table, and Edward Benoit of LSU SLIS for coordinating the student poster session.

Helen Thomas, LAMA President



Vice President/President-Elect Helen Thomas gives opening remarks at the 2016 Annual Meeting. Photo courtesy of Clifton Theriot.

LAMA Annual Business Meeting

November 7, 2016
Nichols State University, Thibodaux LA

Outgoing President Katie Oubre called the meeting to order at 2:15 pm.

Ann Bolton noted an error in the previous meeting's minutes, which stated that the meeting concluded with a tour of the Diocesan Archives. The Main Branch of the East Baton Rouge Parish Library's Louisiana Room was instead toured. Cliff Theriot moved to approve the minutes, Carol Bartels seconded, and the motion passed.

Aimee Everett presented the Treasurer's Report .

Helen Thomas presented the report of the Scholarship Committee. Two were awarded this year, the Kathy Bordelon Scholarship went to Jenny Mitchell, and the Marie Windell Scholarship went to Paula Dupont. Thomas urged members to apply for scholarships in 2017.

Old Business

Bylaws

Mike Courtney presented the draft of the updated and revised bylaws. Courtney explained that the Publications Committee was changed to the Communications Committee to better reflect the platforms now available for the dissemination of information. President Oubre related for the members the work of the Executive Board Bylaws Committee updating language, officer duties, and general LAMA operations. Oubre asked the membership to review the changes/revisions and to vote electronically to accept or reject them.

Pati Threatt moved to allow an electronic vote on the bylaws revisions, C. Theriot seconded, and the motion passed.

New Business

Elections

Secretary Riggs submitted the slate of nominees :

Remesia Shields Bolerjack—Vice-President/President Elect

Aimee Everett--Treasurer

Sean Benjamin—Executive Board

Nolan Eller—Executive Board

Jennifer Mitchell (to complete R. Bolerjack's vacancy)—Executive Board

All nominees were elected by acclamation

LAMA Listserv

LSU hosts. All invited to sign up, many have.

Southern Archivists Conference

Louisiana/LAMA has traditionally been a part of this organization, with meetings held every two years rotating between member states (TN, MS, AL, LA). A break-down in communication with administrators at SAC occurred in recent years, but a representative from SAC has contacted LAMA President Katie Oubre and reestablished ties.

LAMA members are encouraged to attend and present papers, and if anyone wants to act as the LAMA representative to SAC please contact Katie Oubre [UPDATE: Katie Oubre has accepted a position Diocese of Springfield IL; contact Michelle Riggs instead].

Carol Bartels asked if SAC would continue to operate along the customary model, with duties toward the organization divided equally between all four states. LAMA administration does not the answer at this time, but they will inform members as soon as that information is made known.

“Business Meeting” continued on pg. 4

“Business Meeting” Continued from pg. 3Sponsors

Remesia Bolerjack, who chairs the Society of Southwest Archivists (SSA) membership committee, reminded the members that SSA sponsors small conferences. Contact Remesia if you wish for SSA to sponsor a conference.

Ed Benoit, Assistant Professor for the School of Library and Information Services (SLIS), encouraged his students to present posters at this year's meeting. Five student posters were displayed throughout the meeting, and students were on hand to answer questions.

Distinguished Service Award (DSA)

Prompted by the death of longtime and respected LAMA member, I. Bruce Turner, LAMA instituted a Distinguished Service Award. The award was named for Bruce, who posthumously received the inaugural award. His colleague, Jean Kiesel, accepted it on his behalf from presenter and Treasurer torch-taker Aimee Everett. LAMA also donated \$300 to the Bruce Turner Memorial Fund in his memory. Carol Bartels suggested LAMA begin to honor future Bruce Turner DSA award winners annually. Katie Oubre noted that a description and application guidelines are forthcoming.

The discussion also clarified the names of LAMA's scholarships: Kathy Bordelon (spring) and Marie Windell (fall).

Announcements

- Pati Threatt, Web-keeper, announced that the any interested in the position of Web-keeper should contact her.
- Mary Linn Wernet reported on her communication with the new University of Louisiana System President. She told him archivists want him to take a seat at the table with Louisiana Secretary of State to create a unified records retention schedule.
- Ed Benoit reported on LSU SLIS's Graduate Certification in Records Management, as well as a new undergraduate minor in Library Services. He also described his Virtual Footlocker project, a digital curation system for veterans on social media.
- Michelle Riggs spoke of the need for disseminating preservation methods to information professionals, especially following recent flooding in Baton Rouge.
- Ann Bolton announced a document recovery and emergency preparedness workshop to be held in Baton Rouge on December 5, 2016. Ann, Katie, and Lee Leumas filmed a photograph recovery video, and Ed Benoit appeared on a Baton Rouge television station news report to demonstrate photograph recovery.
- Michelle Riggs presented an idea, jointly conceived with Mary Linn Wernet, for LAMA to reach out to historians at their annual meeting (Louisiana Historical Association, or LHA. Riggs asked for LAMA to sponsor a mixer on the Thursday night social of the three-day meeting, to be held in the archives at LSU Shreveport. The members voted to approve \$300 to sponsor the mixer.
- Riggs conveyed a message from the LA Legislative library. They have created a biographical database of LA state representative, including archival sources. The librarians request any archivist with holdings of representatives' papers to contact them. They are also seeking interns.

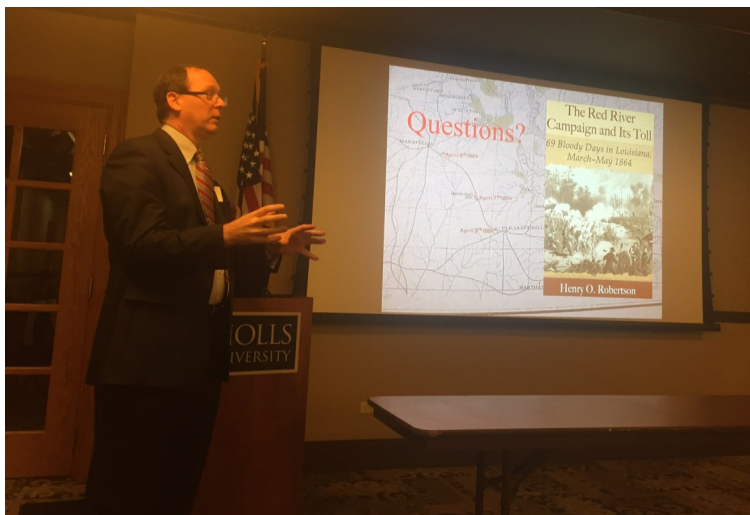
Door prizes were awarded by drawing. Winners were Remesia Bolerjack, Lisa, and Christina Bryant.

Many thanks to outgoing president Katie Oubre, as well as to host Nichols State University and Helen Thomas.

Amy Jones moved to adjourn, Cliff Theriot seconded, and the meeting concluded at 3:02 pm.

Michelle Riggs, LAMA Secretary

More Scenes from the 2016 LAMA Annual Meeting



Guest speaker Dr. Henry Robertson of Louisiana College.
Photo courtesy of Amy Jones.



Chris Brown, Lisa Juengling, Travis Williams, Amy Jones, Michelle Riggs, and Elizabeth Kelly give their lightning talks on Assistants in the Archives. *Photo courtesy of Clifton Theriot.*

Michele Pope (Loyola) views research presented in the SLIS student poster session. *Photo courtesy of Clifton Theriot.*



Institution and Member News

University of Louisiana Monroe

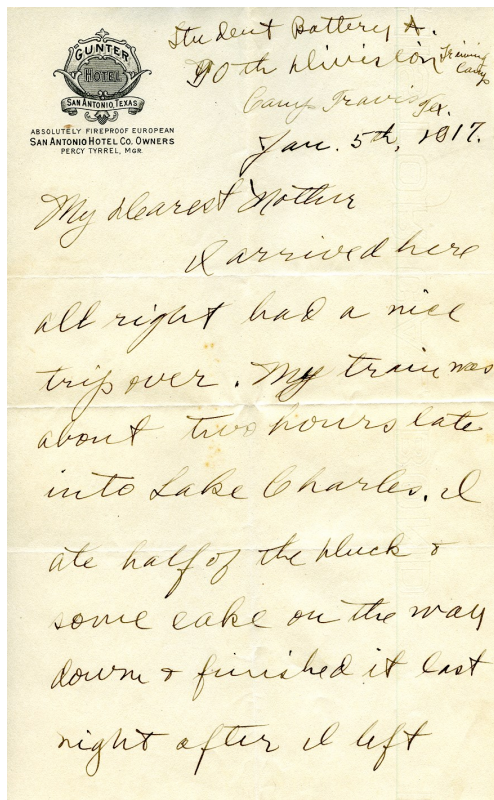
The University Louisiana Monroe Special Collections Department, recently acquired approximately 80 personal letters written by members of the Gunby family of Monroe, Louisiana, from 1915 through 1933. The letters were donated to ULM by Mr. Ron Downing of West Monroe, a life-long acquaintance of the Gunby Family. The new collection, which has been given the title, "Gunby Letters Home" is in the process of being transcribed and digitized. The University of Louisiana at Monroe plans to add this new collection to the Louisiana Digital Library <http://louisianadigitallibrary.org/index.php>

The Gunby Letters Home Collection will greatly enhance The Andrew Augustus (A. A.) Gunby Collection acquired by ULM in 1980. The A. A. Gunby Collection contains photographs, memorabilia, and personal writings which include poems, journals, letters, and speeches. The A. A. Gunby Collection currently has 419 photographs as part of the Louisiana Digital Library. A. A. Gunby was a prominent lawyer and Judge in the state of Louisiana. He considered family, serving others, and education as the foundations

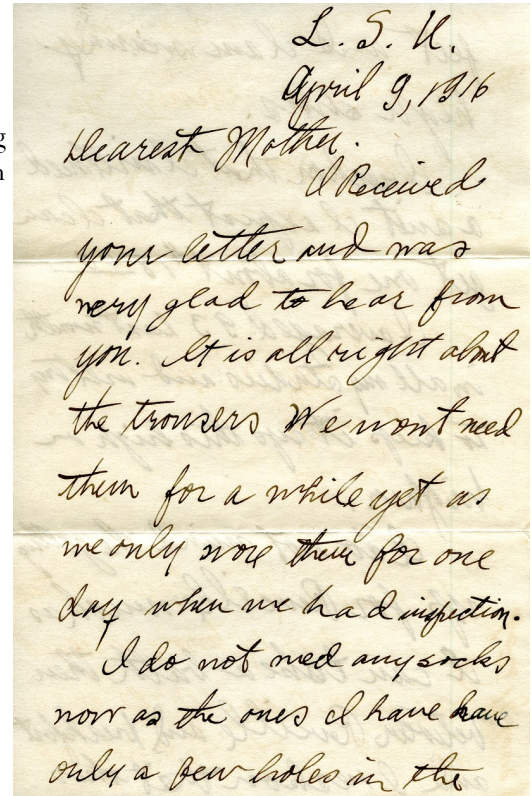
for his life. He was very active in the community of Monroe and the state of Louisiana, especially as it related to education. He believed education would make society a better place for all people.

The majority of the letters in The Gunby Letters Home Collection were written during WWI by Thomas S. Gunby (1897-1967), detailing his daily Army life. Thomas was the son of Andrew Augustus (A. A.) Gunby (1849-1917) and Ellen Standifer Gunby (1866-1933). The other Gunby children included Edith R. Gunby (1886-1978), George (1889-1962), Sarah S. Gunby (1891-1914), and Olive S. Gunby (1893-1979).

Like his brother George, Thomas also attended and graduated from Bingham Military Academy and LSU. He went on to graduate from Camp Travis, TX in 1918, and Field Artillery School in Fort Sill, OK in 1926. Thomas retired as a Colonel from the Army in 1953. After his sudden death at the age of 69, a dam near Hebert, LA was named in his honor.



The Gunby Letters Home Collection. Letter from Thomas Gunby, dated January 5, 1917.



The Gunby Letters Home Collection. Letter from Thomas Gunby, dated April 9, 1916

Heather R. Pilcher
Interim Coord. Special Coll.
University of Louisiana, Monroe
Library Special Collections
318-342-1054

Educational Programming in the Reading Room at The Historic New Orleans Collection

In the spring of 2014, The Historic New Orleans Collection (THNOC) hosted its first semester-long course in primary source research methodology and museum programming to a class of students from Bard Early College New Orleans (BECNO). BECNO is a program that offers 11th and 12th graders the opportunity to spend half of every school day as students of Bard College, thereby finishing their first year of college coursework while in high school. The THNOC course, led by Dr. Rien Fertel, is called “Stacks on Stacks on Stacks: From Archival Research to Museum Exhibit with the Historic New Orleans Collection.” That first year was so successful that THNOC and BECNO collaborated twice more, making the class a fixture of spring afternoons in the Williams Research Center reading room.

Building on that foundation, THNOC has begun another long-term collaboration with a class from Xavier University (HIST 2415: Introduction to Historical Research and Writing taught by Dr. Elizabeth Manley). This course has just completed its second fall semester. Both courses introduce students to the fundamentals of the archival environment, from signing in and learning how to request materials, to document handling and paleography. Most, if not all, of the students involved have not previously visited an archives, and have never conducted primary source research. The course professors are supported by THNOC’s Education Curator Daphne Derven, Education Coordinator Jenny Schwartzberg, and Reference Assistant Robert Ticknor. The students, numbering about eight per class, select a research question, identify primary and secondary source material in the online catalog, study that material, and produce a deliverable in the form of a presentation to the class and THNOC staff.

As of December 2016, THNOC has hosted five semesters of these courses. The experience that the Education and Reading Room staff has gained has led to a project to develop a workshop in conducting and teaching primary source research for instructors at the upper high school and college levels. THNOC is envisioning this workshop to be four or five days, during which teachers will essentially replicate the experience of the semester long courses they might design for their students. THNOC hopes that the workshop will give more teachers the tools to assign projects with primary source requirements, and eventually encourage more high school and college age students to visit the Research Center.

If you’d like to connect any instructors at your institution, or that you personally know, with THNOC’s education staff, please email Jenny Schwartzberg at jennifers@hnoc.org.

*Becky Smith, Head of Reader Services
Jenny Schwartzberg, Education Coordinator*



A BECNO student gives her final presentation on photographer Clarence John Laughlin in the Counting House at THNOC. May 3, 2016. Photo by Melissa Carrier, THNOC

Digital Preservation and Outreach Education Training

The Library of Congress hosted a Digital Preservation and Outreach Education (DPOE) Train the Trainer workshop at the Mississippi Department of Archives and History from September 19 through September 23, 2016. The purpose of this workshop was to train 24 librarians and archivists in Louisiana, Mississippi, and Alabama to be able to teach their fellow colleagues current digital preservation procedures and guidelines.

George Coulbourn (Chief of Internship and Fellowship Programs, Library of Congress), Sam Meister (Preservation Communities Manager, Educopia Institute), Mary Molinaro (Chief Operating Officer and Service Manager, Digital Preservation Network), and Jacob Nadal (Executive Director of the Research Collections and Preservation Consortium) led the week-long workshop. For four days these trainers discussed the six modules of digital preservation: Identify, Select, Store, Protect, Manage, and Provide.

The first digital preservation outreach module is “Identify.” This module helps information specialists define their digital collections, their responsibility to protect these collections, evaluating the breadth of their digital backlog and determining granularity level for the inventory process. All of the major steps within the “Identify” module fall are pre-ingest activities within the OAIS model for digital preservation; it is imperative that a repository evaluates and understands the needs of a record or a record collection before it is ingested into the digital repository.

“Select” in the DPOE model is grounded in the same principles and outcomes as an appraisal in archives, selection in libraries, or acquisition in museums. Like with our physical collections, we only have so much space and time to devote to digital collections, so we must determine what parts of the digital content should be preserved first. Within this module, the lecturers discussed different techniques to determine a priority list for digital preservation within our repositories. There was also a focus on communicating the total cost of digital preservation and selection to stakeholders, who often think that it is easy and cheap to host digital collections. During the selection process, processing time must also be taken into consideration in addition to cost, use and any other specific criteria within a repository.

“Store” refers to the development of a storage management policy. Just like planning a storage plan for your physical collection, the development of a storage management policy for digital archives is critical to ensure that digital materials are preserved to the best of the repository’s capacity. The fourth module, “protect” goes hand and hand with the “store” module. “Protect” module focuses on planning long-term management and assigning responsibilities to ensure that this material can be accessed at all point and the record life cycle. Disaster planning falls squarely into the “protect” module. Again, as with physical collections, we must take into consideration the needs and storage of digital records, how they are stored, and what preservation needs are associated with the records and their storage.

The last two modules, “manage” and “provide” both address the sensitive relationship between privacy and intellectual property and patron use. Before the internet, information repositories were able to ‘tally’ use of collections based on who asked to see them, but with the internet and a growing demand for quicker access to information, it can be harder to ensure intellectual property rights, but this does not mean that repositories should not digitize their collections. The “manage” module specifically looks the full scope of long-term digital content management and the development of sustainable programs. This module reiterates the fact that digital preservation must be holistic and ongoing within an institution to truly be effective.

Beyond the lectures provided, this workshop created six groups of professionals from different repositories (public, academic and nonprofit libraries and archives) to work on a particular module. These groups allowed the professionals to work together and discuss the best ways to develop programming to reach a broad audience of practitioners, administrators, preservationists interested in digital preservation in each state. On the last day, each group presented their module and discussed the particular audiences they hoped to reach with their program. The presentations allowed all 24 participants to provide one another with feedback, engage the modules in a way beyond an academic scope, and plan training workshops in their respective states. These types of workshops not only encourage professional development but professional discourse about new theories and practices and how to best implement them in a variety of repositories ranging in all sizes.

*Cheyron Woods, Archivist/Head of the Ernest J. Gaines Center
Ernest J. Gaines Center
Edith Garland Dupré Library
University of Louisiana at Lafayette*

Upcoming Events

The Adventure of the Indefatigable Detective: Sherlock Holmes in Adaptation & Derivation

A discussion with Dr. Kristopher Mecholsky, crime fiction scholar

January 24, 2017

5:30 pm

Hill Memorial Library

The Hill Memorial Library's recent acquisition of the Russell Mann Sherlock Holmes Research Collection provides an excellent opportunity to take stock of the continuing popularity of Sherlock Holmes, even into the twenty-first century: the fourth season of BBC's *Sherlock* premieres January 1; Warner Bros. has planned its third Robert Downey, Jr./Jude Law pairing in its remarkably profitable franchise venture; CBS's *Elementary* has just entered its fifth season and passed its hundredth show; and a slew of pastiches and adaptations—many of fine quality—continue to be churned out annually.

With so much Holmes, it's hard to know where to start and where to stop. LSU's Dr. Kristopher Mecholsky, a crime fiction scholar who has published on Sherlock Holmes, will lead a discussion on the great detective and spotlight some of the Mann collection's holdings by way of a history of Holmes in popular culture—then and now, here and abroad.

For more information, contact the library at (225) 578-6544.

22nd Annual Williams Research Center Symposium Storyville and Jazz, 1917: An End and a Beginning

Though the citizens of New Orleans may not have known it at the time, the year 1917 was a pivotal moment in the city's history. The first jazz recording, "Livery Stable Blues," was released, and Storyville, the famed red-light district, closed. One hundred years later, the 2017 Williams Research Center Symposium, *Storyville and Jazz, 1917: An End and a Beginning*, examines the ways in which the neighborhood and the musical movement have shaped perceptions of New Orleans around the world.

The Historic New Orleans Collection presents

[Storyville and Jazz, 1917: An End and a Beginning](#)

The Twenty-Second Annual Williams Research Center Symposium

February 4, 2017

Hotel Monteleone, 214 Royal Street

Registration is required to attend the symposium, and early registration is available Saturday, December 17, through Friday, January 13, with rates ranging between \$40 and \$75. Rates will increase to \$50–\$85 on Saturday, January 14, and registration will remain open as long as space is available.



Louisiana

Archives & Manuscripts Association

410 Chartres St.
New Orleans, LA 70130

LAMA MISSION AND MEMBERSHIP INFORMATION

The Louisiana Archives and Manuscripts Association (LAMA) promotes the role of archives in the preservation of national, state, and local heritage by cooperating with Louisiana's public and private archival repositories in their work of collecting, preserving, and making accessible to the public manuscript, printed, graphic arts, and audio materials of historical significance.

If you have not paid your LAMA dues for 2016, please consider doing so. Also encourage those who work with historical records to join the organization if they are not members. Membership forms are available in this newsletter and on the LAMA website.

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LAMA offers the following membership categories:

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|--|-----------|
| <input type="checkbox"/> Student | \$5.00 |
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| <input type="checkbox"/> Individual | \$15.00 |
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| <input type="checkbox"/> Life | \$1000.00 |

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Membership in LAMA entitles you receive the *LAMA Newsletter* and invitations to the Association's annual meetings. LAMA members also automatically become members of the Southern Archives Conference (SAC), an umbrella organization of Southeastern state archival organizations, encompassing the state organizations of Louisiana, Mississippi, Alabama, and Tennessee. SAC meets every other year in one of the membership states.

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