



VIEWS: *The Newsletter of the Visual Materials Section Society of American Archivists*

Volume 20, Number 2

April 2006

MID-WINTER WRAPUP

Society of American Archivists
Visual Materials Section Midwinter Meeting
San Francisco, Calif., February 3-4, 2006

Attendees:

Laurie Baty, National Law Enforcement Museum
Beth Bilderback, University of South Carolina, South
Caroliniana Library
Stephen Cohen, Forrest Solutions
James Eason, University of California, Berkeley, The
Bancroft Library
Megan Friedel, Oregon Historical Society
Taylor Horton, San Francisco Maritime National
Historical Park
Ardys Kozbial, University of California, San Diego
Heather Lindsay, American Institute of Physics, Emilio
Segre Visual Archives
Mark Martin, Louisiana State University Library, Special
Collections
Loren Pigniolo, Consultant

Friday, February 3, 2006

Call to Order

Welcome, introductions, logistics

Review of the agenda

Administrative Issues

Review of the VM Section Bylaws

The next mandatory review is scheduled for 2008.

Action item: James Eason will compare the version of the bylaws published in *Views* with the version published on the VM Web site to make sure they are in sync. Minor, non-substantive error corrections will be made without bringing a formal bylaw change to the membership.

Committee/Working Group Structure

The Section is made up of three committees (Administration, Publishing, Education and Special Topics), each of which is made up of several working groups. The three committees are a conceptual structure in which to gather working groups that perform the work of the Section. Because these committees are conceptual entities, they do not have chairs or a defined membership. This has caused confusion among some Section members and was discussed. The group agreed that the Section does not need another layer of reporting hierarchy. The conceptual three-group structure will remain and the working group chairs will continue to report to the Section Chair.

Review of the Three-Year Plan

Mark Martin (immediate past chair) is the Chair of the Nominating Committee and is looking for nominees for the upcoming election for Section chair.

Ardys Kozbial (incoming chair) is responsible for updating the Three-Year Plan.

VM Finances

The annual VM t-shirt sale was used to fund mailing the newsletter. Now that mailing the newsletter via US mail is a thing of the past, the Section is considering ways that it might deal with its finances. There are no major fundraising or spending efforts planned at this time.

T-shirt sales will continue and profits will be managed for the Section by SAA. For the 2005 t-shirts, SAA fronted the money to purchase the t-shirts (\$511.08 for 50 t-shirts), which sold out very quickly. According to the January 2006 report, the VM Section has a balance of \$253.92.

Carroll Dendler handles accounting for SAA. If she is not available, contact Nancy Beaumont. Additionally, copy Nancy Beaumont on any correspondence with Carroll Dendler.

Currently the authorized users of SAA funds are James Eason (Chair), Ardys Kozbial (Chair Elect), and Miriam Meislik (T-shirt coordinator).

Action item: James Eason will add two items to the Annual Calendar for Section Officers:

1. The Chair should request the VM Section's balance in the fall to be printed in the December issue of *Views* and to be reported in the Section's annual report to SAA Council.
2. When leadership changes at the SAA annual meeting, the new Chair will update the names of the authorized users of funds with SAA's accountant (Carroll Dendler) and SAA's Executive Director (Nancy Beaumont). Eason will add this action to the Chair/Chair-Elect calendar.

Action item: Ardys Kozbial will add the following item to the Three-Year Plan.

1. Review the need for adding the office of Treasurer.

Fundraising

Fundraising, while desirable and useful, is not a central priority. In past meetings, need for funds to support midwinter meeting space fees or illustration budgets for VM publications, as well as many other possibilities were discussed. But member energy and time to devote to fundraising is sure to be limited.

Mark Martin asked if there is a need for a fund where people could donate money to the Section. If money is being given to the Section, does the Section need a different kind of fund?

Action item: James Eason will ask SAA if donations can be included in the VM account with SAA in the way it

is set up now, and whether they would be considered tax deductible charitable donations to SAA.

Using Zazzle.com <<http://www.zazzle.com>> was discussed as a possible fundraising option. Zazzle.com allows users to create products (mugs, t-shirts, postage stamps) with images on them in an online, on-demand environment. Café Press is another company in the same business. Would such a relationship allow the Section to solicit single images and limited license agreements from members' institutions and then cheaply generate fundraising products such as cards or calendars?

Action item: James Eason will follow up and get more information about this idea.

T-shirt Report

After a discussion, the group agreed that the two-tiered pricing for t-shirts—\$17 for pre-conference orders, \$20 at the annual conference—worked and should not change. Barring strong opposition from Miriam Meislik, we will keep this approach.

Miriam Meislik is working with the Library of Congress for permission to use the desired image for the 2006 t-shirt.

Action item: James Eason will consult with Miriam Meislik re: the cost and risk of increasing the number of shirts from 50 to 75.

Action item: Ardys Kozbial will talk to SAA about publicity and space in SAA's printed program and *Archival Outlook*. Desirable for both t-shirt sales and the VM Section Book Fair. (See below.)

Strategic Issues from Council

James Eason reminded the group of the three Strategic Issues raised by SAA Council and announced at the 2005 SAA annual meeting. The issues fall into the following three broad categories: Technology, Diversity, and Public Awareness. James asked the group to keep these in mind as we talk about needs and initiatives.

SAA Annual Meetings

80 people signed in to the August 2005 VM Section annual meeting at SAA.

There is a desire to keep the list of VM- and architecture-related sessions from each annual meeting updated on the VM Website, including names of the presenters.

For the 2006 SAA annual meeting, we are aware of four accepted sessions that are VM-related:

1. *More Product in the Image Archives*, applying minimal processing guidelines to visual materials collections. Megan Friedel chairing, with Helena Zinkham, James Eason, and John Slate.
2. *Photographic Negatives, Rethinking the Archival Image*, Loren Pigniolo moderating, with panelists Frank Boles, Mark Greene, Andrew Herschberger, Andrew Rodger, and Grant Romer.
3. *Big Bird's Digital Future*, chaired by Howard Besser (public television archives).
4. *Future Shock*, Charles Kolb (video or motion picture archives).

For the 2006 SAA annual meeting, we are aware of two workshops that are VM-related.

1. *Preservation of 20th Century Visual Materials*, taught by Leslie Shores & Tawnya Mosier (photographic and video collections).

2. *Film Friendly Archivist*, taught by Snowden Becker (motion pictures).

Book Fair, Office Hours at SAA

Megan Friedel gave a report about the 2005 Book Fair, gave suggestions for future fairs and prompted discussion. The VM Book Fair provides a place for members of the VM Section to display books that they have written or that highlight their institution's visual materials holdings.

What about the VM Book Fair works?

- Raises awareness of the VM Section in general
- Raises awareness of VM collections
- Provides publishers an additional outlet for advertising
- Raises awareness of how colleagues are highlighting or promoting their collections through publications.

What about the VM Book Fair doesn't work?

- The Book Fair is held at VM Section office hours. In 2005, VM office hours were before the VM annual meeting meaning that people did not know to stop at the Book Fair.
- The publications were out at the VM Section meeting, but there really was not enough time for people to look at the publications.
- The tables at office hours are too small.
- There has been confusion in the past about the show and tell purpose of the Book Fair. It is not a book sale.
- The number of submissions for 2005 was low.
- Publicity. Listserv messages were ignored on the submission side. Megan could not tell if messages about the time and location of the Book Fair were read.

The group discussed using the Book Fair as a fund raising possibility, as suggested at the August meeting. We could sell the books to raise money for the Section. Problem: getting people to agree to donate their book. How would we price the books? We cannot have a raffle. What about a silent auction? If we held a silent auction, how would we deal with money? Cash or check. Do we want to auction off signed copies of the books?

Action item: Ardys Kozbial will check the VM Section Annual Calendar for Section Officers to ensure that "finding out about Section office hours before the annual meeting" is on the list.

Action item: Megan Friedel will prepare a description of the Book Fair for the April issue of *Views*.

Action item: Ardys Kozbial will contact SAA about publicity for the Book Fair, office hours and VM t-shirts. What would be the cost for a ¼ page in the program and/or *Archival Outlook*?

Action item: James Eason will find out about office hours for 2006, will ask for a larger table and will ask about using the table for ½ a day instead of just office hours. A time slot prior to the Section meeting will make a silent auction, with pick-up at meeting, possible.

Action item: Since Ellen Doon will not be available to help organize the 2006 Book Fair, Megan should find another person. Heather Lindsay volunteered.

Action item: Megan Friedel will investigate and test out the idea of having a silent auction, with decision to proceed based upon results of above actions.

VM Activities for SAA 2006

VM Section Tours

• Helena Zinkham has offered a special tour for the Section of the Prints and Photographs Division of the Library of Congress, separate from the general open house that LC is giving for SAA. Wednesday, late morning was suggested by the group, but LCP&P's availability is the key.

- Other suggestions that came from the group:
 1. Find out if there is a photo show at the National Gallery and arrange a tour with the curator.
 2. Smithsonian

• It was agreed among this group that if the Section organizes a special tour for the Section it should occur on Wednesday and advance sign up should be required.

Action item: James Eason will find a Section member from the D.C. area to act as tour organizer or site coordinator.

Speaker for the VM Section Meeting

The group discussed possible speakers for the VM Section meeting. Consensus was that this should be a half hour talk with local relevance.

- Architect of the Capitol?
- Archives of the Senate?

Alternative to a Speaker for the VM Section Meeting

• Visual Materials on Parade, 6 people, 5 minutes each, as done in a 2004 Boston session.

Action item: James Eason will pursue other speaker suggestions, starting with Section members from the D.C. area.

Elections/Nominating for 2006-2007

Mark Martin and Sue Kriegsman (two past Section chairs) are in charge of elections this year. The position for which we are electing is the Vice Chair/Chair-Elect. That person is the Vice Chair for 2006-2007 and takes on the position of Section Chair for 2007-2008. This person will be elected at the Washington, D.C., annual meeting and will serve as Vice Chair until Chicago annual meeting, and as Chair from Chicago to San Francisco and will run the annual meeting in San Francisco.

The Section would like to hold its elections online, but SAA cannot support this yet. SAA does not object, but the Section must arrange and administer. The Preservation Section held its elections online in 2005 with their own interface as a test case.

Action item: James Eason will find out how the Preservation Section did its online election and determine if we should pursue.

Committee/Working Group Reports

Publication Committee

Newsletter Working Group

Laurie Baty, Editor of *Views* gave the report. Currently *Views* is published three times per year by a team of five people, online and partially in color. Laurie is resigning her

position as editor of *Views* and would like to phase out by the end of the calendar year.

Bits and pieces of the retrospective index remain to be done. Laurie is behind on indexing current issues. Questions for the group: do we need to continue to index *Views*? Consensus was to at least finish the retrospective project. Does *Views* need an index editor?

Action item: Laurie Baty, James Eason, and Ardys Kozbial will have a conference call to talk about the duties of the editor before we start a search for a new one.

Bibliography Working Group

The report was sent in by bibliography editor John Slate. A current draft version of the bibliography is online as a .pdf as of January 21, 2006, at the following URL: <<http://www.lib.lsu.edu/SAA/bib2006.pdf>>. All are aware of formatting oddities and will work to correct them.

Action item: Mark Martin will send the original Word document to Stephen Cohen for reformatting.

Action item: James Eason will contact John Slate about announcing the existence of the new bibliography on listservs: VisualMat, VMSannounce, Archives & Archivists.

Web Site Working Group

Mark Martin gave the report about the VM Web site. Mark has four people working on the Web site with him now and they are redesigning and streamlining to follow more current design aesthetics. Their goal is to launch the redesigned site sometime in the next six months. At the same time they are establishing processes for content review and upkeep. Finally they have a goal for the Web site to comply with current accessibility guidelines.

Suggestions and future goals:

- Add links to the NARA and LCP&P resources pages; do not duplicate effort.
- Post the list of past sessions compiled by Heather Moore, and keep it current. Possibly expand to include list of all speakers, summaries, and potentially full text links.
- Add a Section of resources for colleagues who want to publish (relevant journal titles, types, editorial policies, focus, etc.)

Action item: Ardys Kozbial will add ADA compliance and establishing processes for content review and upkeep to the three-year plan.

Other Publications

VM Reader Project

Laurie Baty continues to be interested in pursuing the VM Reader project, a publication envisioned to be an advanced reader on Visual Materials. After a discussion, the next steps seemed to be identification of an editorial committee that would in turn identify possible articles for the book. SAA will only look at a proposal when articles are identified. There is no deadline pressure from SAA; they are ready when we are.

Action item: James Eason will locate and re-send Baty's 2005 draft proposal via e-mail.

Action item: Laurie Baty will establish the review committee and will hold a meeting at the 2006 SAA annual meeting.

Action item: Ardys Kozbial will add to the three-year plan: establish a review committee that will meet at the 2006 SAA annual meeting to get started on the VM Reader.

Action item: Ardys Kozbial will add to the three-year plan: at VM Midwinter 2007, give the review committee some deadlines.

VM Special Issue of American Archivist

Laurie Baty will re-address this issue with the new editor of *American Archivist*, Mary Jo Pugh. Getting this special issue off the ground will come after the VM Reader gains momentum.

Interested parties to get started after August 2006: Stephen Cohen, Megan Friedel, Loren Pignuolo.

Other SAA Publications

No set publication dates for:

- *Photographs: Archival Care and Management*. Spring 2006 is SAA's goal, but not firm.
- Architectural records book, though summer 2006 is suspected.

Education and Special Topics Committee/Working Groups

Professional Development/Education

SAA is soliciting comment or feedback on the new basic workshop for managing photographs. A new curriculum has been developed that corresponds with the forthcoming *Photographs: Archival Care and Management* and SAA hopes a number of instructors can be identified to teach this curriculum. Concern was voiced about how people are vetted for teaching. Feedback from completed workshops is the main source for judgment, so there is no process for pre-vetting.

Advanced Workshop Working Group

Members of this working group are Stephen Cohen, Megan Friedel, Ardys Kozbial, and Paula Mangiafico. Ardys gave the report. The working group is still working, albeit slowly. It is revamping its list of ideas that belong on the Web site. It is working on procedures and protocols. It has and continues to develop a good working relationship with Solveig DeSutter, Director of Education for SAA, who has been quite supportive of its work. This group has also spent much time this year defining itself, its mission and making the distinction between basic and advanced workshops. Getting this information to the VM Web site is the next step.

Stephen is working with Joanne Rudolph (Yale) on an advanced workshop about video preservation. The big stumbling block in this one is finding someone to teach the technical side. Suggestions from the group: Allen Lewis in Washington, D.C., and John Carlson at Monaco Labs. Snowden Becker, archivist for the Academy of Motion Picture Arts & Sciences, may know someone with video expertise.

Suggested topics for advanced workshops:

- Preservation and management of digital images
- Digital preservation, general electronic records management (Are visual materials distinct from other electronic media? How?)
- Describing photographs at the collection level.

- Large 20th century photo collections, how to manage them. (Negatives, storage environments, selection, reformatting in the digital age, etc.)

Peer Publishing Support

Discussed two ideas, which were raised last year, to support peers wanting to write and publish in our field. One idea was a "mentor group" or list of names of VM colleagues who are willing to be advisors / informal editors / encouragers to aspiring authors. Diana Ruby Sanderson showed interest in working on this last year. The second idea was to maintain an annotated list of relevant journals on the VM Web site, including links to the publication, its requirements, its deadline cycle, whether the publication is peer reviewed or not. This has been listed as a possible goal for new members of the Website Working Group to take on, if there are interested individuals. The purpose of both of these ideas is to encourage scholarship and quality writing in the area of visual materials archives.

Action item: Ardys will get in touch with Diana to see if she is still interested in pursuing either effort. Taylor Horton is also interested.

Topics deferred to Saturday: Standards, Cataloging

Adjourned for evening.

Saturday, February 4, 2006

Standards

Marcy Flynn reported via email that there are no Standards Committee updates since her report in the December 2005 *Views*. She now serves on the SAA Standards Committee, chaired by Nancy Kunde. The Standards Portal Project is under development.

Visual Materials Cataloging and Access Roundtable (VMCAR)

Helena Zinkham (chair) reported in by e-mail that there is nothing to report from the roundtable.

Discussion or Review of New Initiatives

Past ideas for potential development:

- "Ideas for future sessions": deferred for development via listserv. Some good discussion was generated last Fall.
- Agreed to delete last year's midwinter idea of "creating a juried e-publication." Another peer-reviewed publication is not necessary.
- "Writers' mentoring group" (resources list; discussed enough yesterday)
- Annual SAA session summaries (online list, reviews, or full text; discussed yesterday and is a Website Working Group goal)
- "Born digital: Acquisition, preservation, selection": remains a major concern, in line with SAA's strategic issue of "technology." Workshops, publications, and session papers must be encouraged, as discussed earlier. Focus group topic? (See below.)

Ideas submitted from the membership, via email:

- In light of the recent *Heritage Health Index* preservation survey of American cultural heritage repositories <<http://www.heritagepreservation.org/HHI/index.html>> member Anne Salsich requested (via e-mail) that the Section discuss and advocate action to build momentum for bringing

attention to preservation. She suggested looking at the SAA *Code of Ethics*, which is weak in making Preservation an ethical issue. James Eason suggested looking for ways SAA could encourage greater *institutional* support for preservation, as the code of ethics is largely geared toward individuals. Improvements to preservation tend to require large institutional investment in climate controls, staffing, materials, and security, not additional prodding to individual archivists. Eason raised question: has SAA ever considered starting an institutional accreditation program, perhaps along the lines of the American Association of Museums (AAM)? Further discussion: perhaps advocating an institutional “audit checklist”, such as is being developed for “trusted digital repositories” (discussed by Kozbial), would be a first step, and more politic & realistic than a full accreditation program. More discussion ensued: deferred to focus group discussion.

- A suggestion was made that the Section appoint a liaison to the American Institute for Conservation of Historic & Artistic Works (AIC), and better communicate VM-related developments in conservation to the membership. No discussion, but Chair will seek a liaison.

- Creation of a “Knowledge Management Center” was suggested in a message from Diane Vogt-O’Connor, along with specific types of professional resources that might be included. Many of these fit in with goals of the newly formed Website working group, and we hope to provide better content on our site as well as up to date links to LCP&P and NARA resources pages.

- Several members sent messages that alluded to the Section’s role in keeping members “connected” who may lack budgets to attend meetings, or who may be in locales with few archivist colleagues. Doug Doe asked whether the Section might facilitate or generate regional VM gatherings, either formally in conjunction with regional association meetings, or less formal networking events. Discussion and interest resulted: deferred to focus group discussions.

Focus Group Discussion Defined

From the many topics raised Friday and Saturday that merit further action and program development, three were chosen, based upon level of interest among those attending the meeting. Groups were formed around these topics, charged to consider how the VM Section can help its colleagues in these areas, and bring back reasonable action items. They were:

1. Regional Section groups (suggestion from Doug Doe)—Mark Martin, Beth Bilderback, Megan Friedel, Stephen Cohen
2. Digital topics—Loren Pignoli, Ardys Kozbial, Taylor Horton, Heather Lindsay
3. Accreditation (sparked by the Heritage Health Index)—James Eason, Laurie Baty

Reports

Regional Section Groups

The idea is to give VM Section members, some of whom cannot go to the SAA annual conference, a chance to get together with others in their geographic area. An informal, decentralized model was thought to be most realistic, and individuals in various geographic areas will need to take

initiative to “host,” be it local site visits, largely social gatherings for VM archivists at regional meetings, or more formal programs.

Action item: Megan Friedel will contact Doug Doe to see if he is interested in starting a group in the Providence area and then to report back to the Section via Megan. Megan may do the same as she settles into the Northwest region.

Accreditation

This was sparked by the Heritage Health Index survey. This group considered the question of an accreditation process for repositories. How does one know if a repository can adequately take care of the materials it takes in? There is a new audit checklist from RLG for Trusted Digital Repositories. There is also the AAM’s accreditation self-study checklist. Could these be models for an SAA program or tool? These are matters for SAA as a whole to consider. The Preservation Section, the Joint Committee of ALA/SAA/AAM, and Council should be major voices in any such discussions. A letter outlining these ideas and highlighting the Section’s concern that the Heritage Health Index survey be given serious attention and used judiciously was agreed to be an appropriate action.

Action item: James Eason will contact Gregor Trinkaus-Randall of the Preservation Section and discuss the Heritage Health Index and our ideas.

Action item: James Eason, with Laurie Baty, will draft a letter to Chris Paton (SAA Council Liaison) addressing VM issues in the Heritage Health Index and the idea of an SAA “trusted repository” checklist or accreditation-like program.

Action item: Laurie Baty, with James Eason, will draft a similar letter to the SAA/ALA/AAM joint committee.

Digital

This group considered ways to keep the Section informed about digital topics—from digital preservation to what to do with digital images when they come into a repository on a hard drive. Case studies in this area seemed like a good session topic, and the idea should be kept at the top of the list of desirable SAA session proposals. Reference was made to a past case study (SAA 2003) presented by LC Prints & Photographs colleagues, now available as a Webcast. (“The Digital Challenge: Accessioning, Description, and Reference for Contemporary Pictures from September 11th,” online at: <<http://www.loc.gov/rr/print/ppWebcasts.html> >.

Further discussion lead to the idea of a joint newsletter dedicated to digital issues, published in conjunction with the Electronic Records and the Preservation Sections. (There is precedent for a joint newsletter with Preservation in 1994.)

Action item: Ardys Kozbial will check the VM Web site, reviewing status of digital links or information.

Action item: Ardys Kozbial will talk to Sue Kriegsman to develop a direction for communicating digital issues to the Section.

Action item: Taylor Horton will contact Miriam Meislik about session proposals for Chicago 2007.

Wrap-up and Closing Issues

Action item: for future Chairs, James Eason and Ardys Kozbial will work on guidelines for the Midwinter meeting in terms of housing, food, and expense.

Action item: The Midwinter meeting was a 5-year experiment and next year is year 5. Ardys Kozbial will add to the three-year plan: review of the Midwinter meeting. Is it worthwhile? Should it be continued?

Action item: Ardys Kozbial talked about the pros and cons of possible sites for next year. North Carolina (Chapel Hill), Texas (Dallas) and San Diego. Ardys will contact possible hosts and start working on next year.

Adjourned.

REPORT FROM THE CHAIR

James Eason <jeason @library.berkeley.edu >

2006 started with a flurry of Section activity centered around our fourth annual midwinter planning meeting. There are in-depth notes on this gathering and the work accomplished elsewhere in this issue of *Views*, and I want to thank all of those who took time to attend and to make the trip to San Francisco. This new tradition continues to be productive and energizing and we intend to carry it on in 2007 under the leadership of Ardys Kozbial.

There are several visual materials-specific sessions on the program for Annual Meeting in Washington, D.C., August 2-6. Two of them were generated out of our Fall discussions on the VisualMat listserv. In addition, there are pre-conference workshops on motion picture collections and on 20th century photographic and video materials. We hope to have a Visual Materials Section tour organized for Wednesday, August 2nd. Keep an eye out on the listserv for this; it will not be officially offered through the SAA program. As always, we will also organize an informal dinner outing one evening.

For further discussion of specific Section efforts, see the lengthy "midwinter" notes. However, I would like to thank the many VM members who give time to keep us all connected and informed throughout the year. Individuals have taken on efforts in Website development, on publications ranging from *Views* to our envisioned "visual materials reader," on advanced workshops, the annual book fair, and ever-changing standards in the technical and the descriptive realms. Without knowledgeable colleagues willing to share their expertise and their energy, we would all be the poorer.

REPORT FROM THE VICE CHAIR: Learning on the Job

Ardys Kozbial <akozbial@gmail.com>

I have a new job at UC San Diego.

In my new job, I am called the Digital Projects Librarian. On some days, my new activities seem very far away from my roots in architectural records. (I never thought I would say this, but I really miss the architects.) Due to priorities at my institution, this job as Digital Projects Librarian has put me in the middle of the world of digital preservation.

During the past six months, my travels in this world have shown me that the title "librarian" hasn't taken me out of archives at all. Architecture, yes. Archives, no. I find that comforting even if the electronic world can be disconcerting at times. The file formats in digital preservation are new and scary and not very permanent. However, figuring out long-

term preservation strategies relies on familiar preservation thought that I have come to know in the physical world: analyzing and managing risk, analyzing permanence, looking at environmental conditions. Just as a preservation plan for physical collections is more than putting things in a box and forgetting about them, digital preservation is more than just backing up a disk.

I have been looking at two activities that are taking the long view in tackling the problems of digital preservation. One is a national effort, known as the National Digital Information Infrastructure and Preservation Program or NDIIPP <www.digitalpreservation.gov>. NDIIPP's mission is to "develop a national strategy to collect, archive and preserve the burgeoning amounts of digital content, especially materials that are created only in digital formats, for current and future generations."

The other activity is the Research Libraries Group (RLG) and NARA's joint project to create an audit checklist for Trusted Digital Repositories <http://www.rlg.org/en/page.php?Page_ID=20769>. This effort asks the question: If I deposit my institutions digital assets in your repository, how can I be assured that you are a reputable repository and that you will take good care of them?

These are two huge projects that are breaking new ground and we would do well to pay attention to their work as it unfolds.

Even in the area digital preservation, I know that my architects and their records will push the envelope as they have in other archival activities. Architectural drawings don't fit where 8½ x 11 manuscripts fit. Architectural drawings need extra room (a lot of extra room) on the reference table(s). Most architectural records (except specs) are pictures, diagrams, images—not text. This always provides challenges for cataloging and description. The size and materials of architectural records provide a challenge for conservation and preservation. CAD, GIS and 3D modeling and GIS programs that architects are using will turn into the special challenges of digital preservation.

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Your comments and suggestions for improvements will always receive a cordial hearing. The next deadline is 1 July 2006. Opinions expressed are those of the authors.

Architectural Records Roundtable**Beth Bilderback, <bilderbk@gwm.sc.edu>**

Co-chairs Beth Dodd and Laura Tatum are actively working on preparations, including possible tours, for our next meeting in Washington, D.C., in August. It's not too early to send suggestions or agenda items. We thank Shawn San Roman who has been helping us draft an ARR Website. It is currently under development. We are optimistically hoping for a launch date in time for the D.C. meeting.

A reminder: the Architectural Records Roundtable listserv has moved to the SAA server. To subscribe, go to <<http://www.archivists.org/listservs/index.asp#roundtables>> or send the command "subscribe archrecs" to <imailsrv@lists.archivists.org>. The subject line from this listserv will begin with [archrecs].sc.edu>

STANDARDS COMMITTEE**Marcy Flynn <silverim@mindspring.com>**

There aren't many new visual materials-related standards related to visual materials to convey since the last issue of *Views* hit the newsstands.

The Visual Resources Association (VRA) has a new beta test version of the VRA Core. Version 4.0 is available for review at <http://www.vraWeb.org/datastandards/VRA_Core4_Welcome.html>. The homepage has a link to an introduction to version 4.0, element outline, element description and tagging examples, recommended data values for type attributes, and XML schema and examples as well as an online discussion forum.

"Document management—Electronic document file format for long-term preservation—Part 1: Use of PDF 1.4 (PDF/A-1)" was published by the International Standards Organization as ISO 19005-1:2005. The standard is available for purchase at: <<http://www.iso.org/iso/en/ISOOnline.frontpage>>. It details how to use PDF for long-term preservation. A second part of the standard (ISO 19005-2) is being drafted and has not yet been released.

Although not a standard, it is worth mentioning that the Heritage Health Index Web site has added some case studies and other new data that may be of interest. See <<http://www.heritagehealthindex.org>>.

Happy surfing!

BOOK FAIR**Megan Friedel <meganf@ohs.org>**

Has your organization produced any new visual materials-related publications recently? Exhibit them at the Visual Materials Section Book Fair at the SAA conference in Washington, D.C., this summer!

The Visual Materials Section of the Society of American Archivists invites you to participate in our annual Book Fair at this year's SAA conference in Washington, D.C. The Book Fair is wonderful opportunity for archivists and institutions to show off publications that highlight visual materials from their collections to an appreciative audience. It's also a great way to see what others who work with visual materials

are doing, exhibiting, and producing. Previous submissions have included books, journals, manuals, and calendars relating to photographs, postcards, artwork, and film collections. All visual materials-related publications, old and new, are welcome.

The deadline for submissions is June 1, 2006. If you would like to submit a publication to the fair or if you have questions, please contact Book Fair co-coordinator Megan Friedel at <meganf@ohs.org>. We will respond with instructions for submitting your publication to the Book Fair.

IN PRINT**The Review**

Snell, Susan, and Tucker, Polly. *Life Through a Lens: Photographs from the Natural History Museum, 1880 to 1950*. London: Natural History Museum; Plymouth (United Kingdom), 2003. 112 p.: ill., ports; 22 x 23 cm.

The idea of a book about an institutional photographic archives is unusual because it provides an insider's view of a repository that few visitors ever see. Susan Snell and Polly Tucker, senior archivists at London's Natural History Museum, have done a fine job of using the actual documentation of life, death, and work within a museum to show how it operated from the 1880s through the 1950s. From the taxidermy of recently deceased animals to the reconstruction and display of prehistoric animals, these photographs present the business of museums as it is practiced behind doors closed to the public. Other images document the equally fascinating, publicly visible business of museum education and the art of museum design and space configuration. A third class of photos chronicles staffing, introducing readers to the highly trained scientists, preparators and administrators to those responsible for the safety and security of visitors.

The images also offer a sweeping perspective of change over time—in staffing, in presentation methods and styles, and in audiences. Museum professionals will likely note major changes in how specimens are mounted and displayed; non-professionals can see the evolution from static glass cases to more dynamic and lifelike exhibits. Perhaps more importantly, this book demonstrates attitudinal change with regard to women, minorities, museology, and educational programming for children and adults. What's exciting to witness is the move from the hands-off policies of yesterday to the last photograph in the book from 1950, a child encouraged to handle—and enjoy—a stuffed fox.

Though slim in size, this handsomely designed volume does not waste blank space; many pages contain image bleeds to the edge to maximize view and make the pages less boxed. The vast majority of images are very crisp; the occasional broken negative or copied image is noted for those interested in reproduction details. The chronological arrangement of the images helps to show the passage of time, and the captions for each image are invaluable for understanding the context of the photograph and contain useful biographical information on significant, and sometimes later famous, staff.

The foreword by David Bellamy, the botanist and conservationist, sets the historical tone of the book from a personal standpoint and eases into Snell and Tucker's introduction, describing the history of the museum, the genesis of the project and its connections to the rise of photography to document business and professions. It is one thing to look at the photographic holdings of a museum; it is quite another to see the documentation of the museum's day-to-day life itself.

The Books

Albrecht, Donald. *The Mythic City: Photographs of New York by Samuel H. Gottscho, 1925-1940*. Princeton, NJ: Princeton Architectural Press, 2005. ISBN 978-1-56898-562-6. 224 p. \$40.00. Available from: <<http://www.papress.com/>>.

DeWolfe, George. *George DeWolfe's Digital Photography Fine Print Workshop*. New York: McGraw-Hill. ISBN 0-072-260-874. 256 p. \$39.95. Available from <<http://www.bhphotovideo.com>>.

Freeman, Michael. *The Complete Guide to Digital Photography*, 3rd Edition. Asheville, NC: Lark Books. ISBN 1-579-990-759-8. 224 p. \$29.95. Available from <<http://www.larkbooks.com/>>.

Freeman, Michael. *Mastering Black and White Digital Photography*. Asheville, NC: Lark Books. ISBN 1-579-990-707-5. 160p. \$27.95 Available from <<http://www.larkbooks.com/>>.

Leith, Ian. *The Crystal Palace Revealed: Phillip Henry Delamotte's Photographs of the Late 1850's*. London: English Heritage, 2005. ISBN 978-1-85074-949-3. 128 p., \$40.00. Available from: <<http://www.english-heritage-books.org.uk/BerteShopWeb/viewProduct.do?ISBN=1850749493>>.

Morrissey, Katherine G. and Kirsten Jensen, editors. *Picturing Arizona. The Photographic Record of the 1930s*. Tucson: University Of Arizona Press (Southwest Center Series), 2006. ISBN 0816522715 288 p. \$50.00 Available at: <<http://www.uapress.arizona.edu/>>.

Murphy, Mathew. *Glass Plates and Wooden Boats: The Yachting Photography of Willard B. Jackson at Marblehead, 1898-1937*. Commonwealth Editions, 2006. ISBN 978-1-889833-72-9. 192 p. \$50.00 Available at: <<http://www.commonwealtheditions.com/>>.

Phaidon Press Editors. *Experimental Photographers*. United Kingdom: Phaidon Press, 2006. ISBN 0-7148-5369-0. 640 p. \$29.95 Available from: <<http://www.phaidon.com/>>.

Phaidon Press Editors. *Great Women Photographers* United Kingdom: Phaidon Press, 2006. ISBN 0-7148-5365-9 640 p. \$29.95 Available from: <<http://www.phaidon.com/>>.

WHAT'S UP

through May 30. **1906 Earthquake: A Disaster in Pictures**. SFMOMA, San Francisco, California <www.sfmoma.org/>.

through May 1. **Antiquity and Photography: Early Views of Ancient Mediterranean Sites**. J. Paul Getty Museum, Los Angeles, California <www.getty.edu/>.

through April 30. **Photography Past/Forward: Aperture at 50**. Museum of Fine Arts, St. Petersburg, Florida <www.fine-arts.org/>.

through April 9. **Young America: The Daguerreotypes of Southworth & Hawes**. Addison Gallery, Phillips Academy, Andover, Mass. <www.addisongallery.org/>.

through April 30. **Selections from the Hallmark Collection**. Nelson-Atkins Museum of Art, Kansas City, Missouri <www.nelson-atkins.org/>.

through May 14. **Impressionist Camera: Pictorial Photography in Europe 1888-1918**. St. Louis Art Museum, St. Louis, Missouri <www.slam.org/>.

through May 15. **John Szarkowski: Photographs**. Museum of Modern Art, New York, NY <www.moma.org/>.

through May 28. **Documenting Our Past: The Teenie Harris Archive Project, Part Two**. Carnegie Museum of Art, Pittsburgh, Penn. <www.cmoa.org/>.

through June 4. **Albers & Moholy-Nagy: From the Bauhaus to the New World**. Tate Museum, London, England <www.tate.org.uk/>.

through June 2. **An Artistic Legacy: Photographers' Archives at the Carter**. Amon Carter Museum, Fort Worth, Texas <www.cartermuseum.org/>.

through May 7. **August Sander: The Linz Years (1901-1909)**. Die Photographische Sammlung, Cologne, Germany <www.sk-kultur.ed/foto/start.htm>.

June 6 to August. **Image-World: A Photographic Tribute to Susan Sontag**. Metropolitan Museum of Art, New York, NY <www.metmuseum.org/>.

June 9 to August 27. **Paris: Eugene Atget and Christopher Raushenberg**. International Center of Photography, New York, NY <www.icp.org/>.

ARTFUL DODGING: Things Heard, Enhanced, and Passed On

Washington, D.C. Laurie A. Baty has started her position as the Director of Museum Programs for the to-be-built National Law Enforcement Museum in Washington, D.C. She is overseeing all museum, library, and archival activities. A virtual tour of the planned museum, to be located on the south side of E St. between 4th and 5th NW, will be found online at <<https://www.nleomf.org/>>.

IT'S YOUR LISTSERV! GET ON IT!

VisualMat is a list begun in 1999 as an open forum for topics relating to visual materials collections in archives and as a means of communication among members of the Visual Materials Section and the Visual Materials Cataloging and Access Roundtable of the Society of American Archivists. VisualMat provides a venue for the discussion of all aspects of the management and cataloging of historic visual materials collections, particularly in archival repositories.

To subscribe, send a message from your own email account to <majordomo@listlink.berkeley.edu>

You need no subject line, and the body of the message should just read <subscribe@visualmat>

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