FROM THE CHAIR

This is the first newsletter to be sent to members of the Visual Materials Section this year. And, since it is so close to the Annual Meeting and the end of our year, this will be the only newsletter that I will be able to get out as the outgoing Chairman of the Section. I would suggest that we select an editor for VIEWS that is not also the Chairman of the Section. Any volunteers should please contact me by telephone or speak to me at the Section business meeting in Atlanta.

As you can see from the masthead above, the name of the Section has been officially changed from the Aural and Graphic Records Section to the Visual Materials Section. Those individuals that are primarily interested in the "audio" part of Audio-Visual Materials are welcome to continue to participate in the Visual Materials Section but the main emphasis of the section will be with still and motion pictures. If there is a large enough group of people with aural collections to warrant the establishment of a separate SAA section or roundtable, Council can be contacted to address those concerns.

Included as part of this newsletter are the following seven attachments:

1. Minutes of the SAA Visual Materials Section Business Meeting compiled by Maureen Will at the 51st Annual Meeting of SAA in New York City, September 2 - 6, 1987.

2. Agenda for the Business Meeting of the SAA Visual Materials Section to be held from 9:00am to 11:00am, Thursday, Sept. 29, 1988 at the Westin Peachtree Plaza Hotel, in Atlanta, Georgia.

3. SAA Atlanta Conference programs of special interest to the Visual Materials Section.

4. Letter and membership blank from Cathy D-p Sachs, membership director of the American Society of Picture Professionals.

5. Letter from Larry Dowler of Harvard University's Widener Library requesting the assistance of the Visual Materials Section in developing descriptive standards for the archival profession and in selecting participants for a
Working Group to recommend these standards.

6. A request from the SAA Description Section to members of the Visual Materials Section to bring finding aids for the conference Finding Aids Fair.


****** AGENDA ******

SAA 52nd Annual Meeting  Atlanta, Georgia  Sept. 29-Oct. 2, 1988

VISUAL MATERIALS SECTION  Business Meeting  9:00am-11:00am  Sept. 29, 1988

1. Approval of minutes from 1987 business meeting in New York City.

2. Discussion concerning continuing publication of VIEWS as a section newsletter and appointment of new editor.

3. Discussion concerning invitation from the American Society of Picture Professionals.

4. Discussion of letter from Larry Dowler concerning grant received from Working Group to develop descriptive standards and how the needs of the Visual Materials community can be transmitted to this group.

5. Program planning for 1989 annual meeting in St. Louis.


7. Report from liaison with SAA's MARC-VM ROUNDTABLE

8. Reports and News from the field.

9. New business

10. Comments from non-section member guests.

11. Adjournment
Minutes of the SAA Visual Materials Section Business Meeting, September 3, 1987

(Submitted by Maureen O'Brien Will)

Meeting was called to order at 9:00 am by chair Larry Viskochil and the minutes from last year's meeting in Chicago were approved.

Following a brief discussion it was unanimously agreed (by the 31 present members) to change the name of the section from the Aural and Graphics Section to the Visual Materials Section. This name change will more accurately reflect the group's membership. A Council member attending the meeting suggested that those members who were not present for this meeting be polled for their feelings about the name change. The next letter of the section newsletter will ask all those who work with aural collections to contact Council about setting up a separate section to address their specific concerns.

The idea of the Visual Materials Section taking over control of the SLA publication Picturescope was discussed. It was unclear as to how many archivists were familiar with the publication; there was no strong feeling about assuming more responsibility for the section by taking on this task. Those having any interest in the subject were asked to contact either Jonathan Heller or Larry Viskochil.

Viskochil mentioned the VRA's publication Visual Resources and suggested that SAA members may want to subscribe to the journal and/or submit articles to it.

The Visual Materials Section newsletter can be up to 18 pages long. Viskochil (who is also its editor) suggested that members should also send articles to the newsletter editor. Myrna Williamson voiced her opinion that she would rather see the newsletter focus mainly on news and let articles be submitted to the American Archivist (even though there is always lots of competition to publish in AA as pointed out by Viskochil.)

Viskochil announced the formation of a new MARC VM Users Roundtable and suggested that Maureen Will serve as liaison between the Roundtable and the VM Section.

Ideas for next year's program were offered. These include sessions on: authority files for visual materials, thesaurus development, the ethics of film colorization (perhaps a debate between Ted Turner and those opposed to the practice), the ethic of sweetening historic sound recordings for the CD market (this could also be a debate session.)

Diane Vogt O'Connor mentioned that the Smithsonian Institution will be hosting an invitational seminar on authority control in September.

It was recommended and approved that both incumbent chair Viskochil and vice chair James Anderson continue for another one year term of office. The membership felt that there was no reason to replace the officers just for the sake of replacing them--the continuity of the section is enhanced by two year terms.

Laury Baty from NHPRC explained to the membership that she is the grants officer for photograph grant proposals and that people should feel free to contact her.

The meeting adjourned at 9:40 and proceeded to the NYPL where curator Julia Van Haaften conducted a tour of the Art, Prints, and Photographs Division.
CONFERENCE PLANNING 1988

Here is a selection of programs, meetings, events, and conference highlights of particular interest to members of the Visual Materials Section:

Thursday, Sept. 29, 1988

9:00am - 11:00am  Visual Materials Section business meeting
11:00am - 12:45pm  MARC VM Users Roundtable
6:00pm - 8:30pm  Presidential Reception to be held at the High Museum of Art. On exhibit at the time of the reception (open to all registrants) is the special exhibition: "Supreme Instants: The Photography of Edward Westin".

Friday, Sept. 30, 1988

9:00am - 10:00am  8 SF Photomicrofiching: An Emerging New Technology for Managing Photograph Collections
9:00am - 11:00am  12 MARC Format Integration: Implications for Archival and Manuscript Description

Saturday, Oct. 1, 1988

9:00am - 11:00am  43 Descriptive Standards for Visual Materials
11:15am - 12:15am  Open House Task Force on Copyright
1:00pm - 3:00pm  62 Authority Control in Archives: User Perspectives
2:00pm - 3:00pm  74 SF Applying MARC VM in Bibliographic Utilities
3:15pm - 5:15pm  76 Standards for Form and Genre Terms: Where are we and Where should we be going?

Sunday, Oct. 2, 1988

9:00am - 11:00am  86 Newsfilm and Video Archives: Current Trends and Activities

Locations of the above events will be listed in your "pocket program" that you will receive at conference registration. Additional announcements can be made at the Thursday morning business meeting or by contacting me at the following address:

Larry Viskochil, Chairman
SAA Visual Materials Section
Chicago Historical Society
Clark Street at North Avenue
Chicago, IL 60614-6099
Telephone (312) 642-4600 Ext. 20
August 5, 1988

Larry Viskochil  
Chicago Historical Society  
Clark Street @ North Avenue  
Prints & Photographs Division  
Chicago ILL  60614

Dear Mr. Viskochil:

Thank you for taking the time with me on the phone today. As I explained, as membership director for ASPP I have been seeking ways to expand our membership, and am hopeful that we can reach members of the Society of American Archivists through your good words.

Enclosed you will see some past issues of our newsletter, PICTURE PROFESSIONAL. I think you will be impressed at perhaps a more vigorous society than you knew from your days as member. The newsletter has proved to be a good way to reach our members, providing a national forum for ideas and information which, as we discussed, is sorely needed. In addition, our membership directory is a most valuable tool for networking (this is made available to members).

I would be most obliged if you could spread the word about us and perhaps make mention of our society in your next newsletter. Indeed, I would be most interested to receive any of your past issues.....perhaps there would be common concerns which we could address in an upcoming PICTURE PROFESSIONAL?

I am enclosing some membership application blanks. For this latter half of the year, membership is just $25. A newsletter subscription alone is $15 per annum. I understand that your annual convention is in Atlanta at the end of September. By that time I may have available an information brochure would I would like to distribute: would that be possible?

Thank you again for your time.

Sincerely,

[Signature]

Cathy D-P Sachs  
ASPP Membership

cc: Jane Kinne, National President
JOIN THE ASPP!

The AMERICAN SOCIETY OF PICTURE PROFESSIONALS (ASPP) is the only organization that represents the interests of all persons working with still pictures.

PHOTOGRAPHERS, AGENTS, LIBRARIANS, PICTURE EDITORS, RESEARCHERS, DESIGNERS, HISTORIANS and CURATORS are all invited to join.

BENEFITS OF MEMBERSHIP:
• REGULAR MEETINGS
• LOCAL CHAPTERS
• PANEL DISCUSSIONS & SEMINARS
• PHOTO SHOWS
• MEMBERSHIP DIRECTORY
• PROFESSIONAL NETWORK

As a nonprofit organization for picture professionals started in 1966, the ASPP now numbers some 500 members, with chapters in New York, Boston, Chicago, San Francisco and Washington, D.C.

Membership in the ASPP is open to all professionals in the still picture field with at least four years' experience, or who are recommended for membership by the signatures of two members in good standing. All applications are subject to approval by the Membership Committee.

The annual membership fee is $50 for the calendar year, January 1 to December 31. New members who join after June 30th will be admitted at a fee of $25 for the remainder of that year. A check for the applicable amount must accompany each application for membership.

We invite you to fill out this application or to contact your local ASPP Chapter for help in locating a sponsor or for further information on ASPP activities in your area.

FROM THE BYLAWS OF THE AMERICAN SOCIETY OF PICTURE PROFESSIONALS, INC.

Article 1, Section 2. Purposes.

The purposes of this Society are:

[a] To bring together persons involved in research, cataloging, distribution, and publication of photographs and other still pictures and to provide a forum for the distribution of information about the use, purchase, and sale of such still pictures.

[b] To promote and maintain high professional standards and ethics in the still picture field.

[c] To cooperate with organizations that have similar or allied interests.

ASPP LOCAL CHAPTERS

NEW YORK CHAPTER
Ma Harriet Culver
ASPP/NY MEMBERSHIP
G.P.O. Box 1344
New York NY 10116-1344

NEW ENGLAND CHAPTER
Ms Martha Sheehan
ASPP/NE Membership
D.C. HEATH COMPANY
125 Spring Street
Lexington MA 02173
(617) 860-1370

CHICAGO-MIDWEST CHAPTER
Mrs. Barbara Smetzer
CLICK/CHICAGO LTD.
213 W. Institute Place #503
Chicago IL 60610
(312) 787-7880

WEST COAST CHAPTER
Ms Ellen Buning
JEROBOAM, INC.
120 D 27th Street
San Francisco CA 94110-5108

WASHINGTON & SOUTH CHAPTER
Mrs. Elizabeth Hartjens
IMAGEFINDERS, INC.
P.O. Box 42490
Washington D.C. 20015-0490
(202) 367-3010

BOX 5283, GRAND CENTRAL STATION, NEW YORK, NEW YORK 10163
APPLICATION FOR MEMBERSHIP
IN THE
AMERICAN SOCIETY OF PICTURE PROFESSIONALS (ASPP)

NAME _______________________________ DATE _____________

I HEREBY MAKE APPLICATION FOR MEMBERSHIP IN THE AMERICAN SOCIETY OF PICTURE PROFESSIONALS (ASPP).

I AM RECOMMENDED FOR MEMBERSHIP BY THE FOLLOWING SPONSORS WHO ARE ASPP MEMBERS IN GOOD STANDING:

NAME _______________________________ SIGNATURE ______________________

NAME _______________________________ SIGNATURE ______________________

Please check here if instead of sponsors you have included a resume which will verify four (4) years' experience in the still picture field.

I have enclosed my check. (Make checks payable to ASPP)

MAIL TO: ASPP MEMBERSHIP, c/o ROBERTA GROVES, H. ARMSTRONG ROBERTS, 1181 BROADWAY 2nd Floor, NEW YORK NY 10001

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Please complete this form to create your entry on our mailing list and in our membership directory.

INSTRUCTIONS: You have only as much room for entry as indicated by the dashes below. Enter only one letter or character per __ .

NAME _______________________________

COMPANY _______________________________

ADDRESS _______________________________

CITY ______________________ STATE __ ZIP ________

PHOTONET/ELECTRONIC MAIL (Subscribers to Photonet or other electronic mail services please list and give ID numbers.) ________________________________

TELEPHONE (____ ) _______________

Circle One: PHOTO RESEARCHER PICTURE EDITOR ARCHIVIST LIBRARIAN
PHOTOGRAPHER PICTURE AGENT OTHER (Specify) ____________________

Please give a brief description of your business or service for our Directory; be sure to list any specialties, recent books, agents, freelance or assignment, etc.

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FOR ASPP USE ONLY: TREASURER CARD/PACKET LIST DIRECTORY
13 July 1988

Mr. Larry A. Viskochil  
Chicago Historical Society  
Clark St. at North Ave.  
Chicago, IL  60614

Dear Mr. Viskochil:

As Chair of the Visual Materials Section, I thought you would like to know that we have been awarded a grant to support a small Working Group of archivists for a one-year project. The purpose of this group will be to consider questions relating to descriptive standards and to try to provide a conceptual framework within which the profession can consider these issues. In addition, we hope to be able to make recommendations to the Society for a procedure or mechanism by which archivists can consider the complex issues involving descriptive practice in a more systematic fashion in the future. I have attached a copy of the text of the proposal for your information; please feel free to share and discuss it with your group or individual archivists who you think might be interested in the questions and issues we plan to examine.

My second reason for writing to you is to ask for your help in selecting participants for the Working Group. I believe we have sufficient funds for about twelve participants (possibly one or two more depending on costs) for two meetings. There are three criteria for consideration for membership on the Working Group. They are: 1) expertise and demonstrated interest and concern about questions of descriptive standards; 2) membership on an existing SAA committee or section which is interested or concerned about questions of descriptive standards, and 3) a deep commitment to and sufficient time to work on questions of descriptive standards. Obviously, not everyone is going to meet all criteria perfectly, but my hope is that the Working Group will be knowledgeable, hard working, and, as far as possible, representative of the various interests and constituencies in our multi-interest profession. While I can't guarantee that every section and committee of SAA will be directly represented on the Working Group, I want to be sure we are able to consider the best possible members from each group and, equally important, identify a contact person from each SAA committee or section in order both to gather information about issues of concern to each group, and also
to communicate information to them about the deliberations and progress of the Working Group. This second objective is especially important because our aim is to identify key figures - "key informants," as the survey research people like to say - from each group in order to help ensure the best possible communication about this project.

Finally, I would also like your help in identifying people, in your group in particular, and in the profession in general, who have definite opinions about a particular descriptive practice or a standard they would like to see the archival profession adopt. For example, some archivists have proposed the use of the 072 field, Subject Category Field, as a way of identifying related materials for producing published guides to topics, rather than simply relying on LC subject headings, which pose a variety of problems. My hope is that someone will prepare a brief paper of five pages or so on this topic for consideration by the Working Group. I would appreciate knowing about any archivist in your group who is eager to see a particular standard adopted by the profession. I will publish a note in the next Newsletter inviting papers, but anything you can do to contact people and have them write to me directly would be very helpful.

If you wish to discuss any of these matters with me, you can reach me during the last week in July at (617) 495-2441. I will be away for most of the month of August, and will be moving to a new position, Associate Librarian for Public Services in the Harvard College Library, on September 1. After that date my new address and telephone number will be:

Widener Library
Harvard University
Cambridge, MA 02138
(617) 495-2971

I think this is a very exciting project and one of enormous importance to the archival profession. I would really appreciate your suggestions, advice, and observations about the project. I look forward to working with you during the coming year.

Sincerely yours,

Larry Dowler

LD:cfc
YOUR SUPPORT NEEDED FOR A SUCCESSFUL FAIR

The Description Section is again sponsoring a Finding Aids Fair at the annual meeting of the Society of American Archivists. The Fair, a display of finding aids from all types of repositories, is an informal way to exchange information about descriptive practices. Many archivists appreciate the opportunity to examine the products of descriptive work from other institutions. The Fair can only be successful if a large number of guides, registers, inventories and other items are displayed. Please make it a point to contribute to the Fair this year.

Finding Aids for the Fair can be brought to the SAA annual meeting in Atlanta and delivered to the FAF exhibit location, or they may be sent well ahead of the annual meeting dates to:

Steve Engerrand  
For SAA Finding Aids Fair  
Ga. Dept. of Archives and History  
330 Capitol Ave. S.E.  
Atlanta, GA 30334

Contributors who wish to retrieve their samples should mark them "To be Returned" and pick them up from the exhibit table prior to the conclusion of the meeting.

Any questions regarding the Fair should be directed to Penelope Krosch, University of Minnesota Archives, 10 Walter Library, 117 Pleasant St. S.E., Mpls., MN 55455, (612) 624-0562.
CHICAGO HISTORICAL SOCIETY  •  Clark Street at North Avenue, Chicago, Illinois 60614

The Chicago Historical Society announces the publication of MARC for Archival Visual Materials: A Compendium of Practice by Linda J. Evans and Maureen O'Brien Will. Produced with support from the National Historical Publications and Records Commission, the Compendium provides usage rules and examples from ten repositories who use MARC format to computer catalog archival photographs, prints, greeting cards, moving image materials, and architectural drawings. The repositories represented are: the Smithsonian Institution; UCLA Film and Television Archive; Hallmark Cards; the Avery Architectural and Fine Arts Library at Columbia University; Library of Congress Prints and Photographs Division; Library of Congress Motion Picture, Broadcasting, and Recorded Sound Division; the Archives of American Art at the Getty Center for the History of Art and the Humanities; the Chicago Historical Society; the National Library of Medicine; and the Minnesota Historical Society.

This publication is intended primarily for those who have collections of archival visual materials that they plan to catalog using the MARC format. It is not a self-teaching manual.

Available October 1, the Compendium of Practice may be ordered, while supplies last, for a postage and handling fee of $5.00. Please send inquiries to: Chicago Historical Society, Prints and Photographs Department, Clark Street at North Avenue, Chicago, Illinois 60614.