Minutes from Birmingham
VISUAL MATERIALS SECTION MEETING
FRIDAY, AUGUST 23, 2002

Call to Order

Chair Miriam Meislik (University of Pittsburgh) called the meeting to order at 8:09 a.m. with a welcome. T-shirts were offered up for sale (Nice shirts!) Miriam offered copies of last year’s minutes for perusal. Minutes were approved. Richard Pearce-Moses (AZ State Library), Council liaison and the new liaison, Joel Wurl (Immigration History Research Center, University of MN), addressed the section. Pearce-Moses talked about the joys of serving on Council and urged Section members to consider serving. He also talked about the NHPRC Archival Research Fellowship available for archivists who wish to pursue independent research projects, which is managed by the Massachusetts Historical Society in Boston, MA, and also listed on the SAA Web site. Pearce-Moses also announced a position opening with the Denver Public Library in their photographic collection. Wurl addressed the Section, urging members to convey their ideas to him.

2003 Program Committee (Los Angeles)

Meislik then introduced Janice Ruth (Library of Congress; <jruth@loc.gov>), of the 2003 Program Committee, who talked about the need for sessions on the theme of “Spotlight on Archives,” sessions on archives in the entertainment industry, and sessions that reflect the diversity of culture and archives within Los Angeles and the nation. Marcy Flynn (Silver Image) is on the committee and will be interested in advocating for VM-related sessions. Ruth discussed how to prepare a competitive session proposal, including completing the form and checking with potential speakers.

Election of Chair-elect

In the absence of Nominating Committee Chair James Burant (National Archives of Canada), Meislik announced the election for Chair-elect of the Section. The three candidates were introduced and invited to speak for a few moments about themselves: Mark Martin (Louisiana State University), Sue Kreigsman (Harvard University), and Cynthia Ghering (Ohio Historical Society). Baty passed out blank paper for those who had not voted on the ballot sent in the July issue of Views. Connie Schultz (University of South Carolina) collected the ballots and counted them with Meislik.

Committee Reports

Bibliography

Mark Martin reported on the progress of the bibliography that Pearce-Moses and John Slate (City of Dallas) had been revising. The bibliography can be found on the revised Section Web site, which should be made public through SAA by the end of the calendar year. Martin then talked about the revised Web site. He has consolidated the VMCAR and VM Web sites into one general-purpose site. There were five handouts about it that members passed around.

Advanced Workshops

Tim Hawkins (Fresh H2O) was not here to give the report on advanced workshops. Baty reported on a move to have an advanced cataloging workshop next year in Los Angeles that would address cataloging to such standards as AACR2r, MARC, Dublin Core, and the various controlled vocabularies, etc., and asked if the group would be interested in such a workshop and was told yes. Baty said that a qualified person or persons would be needed to plan and teach such a workshop.

Standards Committee

Arden Alexander (Library of Congress) gave the report for Marcy Flynn (Silver Image). The Committee met Wednesday. It discussed the updating of the descriptive standards that is being coordinated by Diane Vogt-O’Connor (National Archives and Records Administration; <diane.voc@nara.gov>). The update will be on the National Archives and Records Administration’s (NARA) Web site when it is completed. Alexander also offered an electronic records update on the database to hold all the government’s records. The Association of Records Managers and Archivists conversion migration taskforce gave a report, and that is on the NARA Web site. The SAA Glossary project, headed up by Pearce-Moses with an advisory board, continues this year.

Architectural Roundtable

Beth Bilderbeck (University South Carolina) stated that it had been a quiet year for the roundtable, but it will meet Saturday morning and discuss start up of a listserv and Web site to share info better. Will elect a new vice-chair. Last year the roundtable heard a lot of new projects, digitization projects. There are two sessions this year on architectural records.
### Officers

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**Elections/Nominating**  
Miriam Meislik

### Newsletter

**Laurie A. Baty**

**Program**  
Miriam Meislik  
**Publications**  
Laurie A. Baty

### Three-Year Plan

**Suzanne Kriegskman**

### Web Site

**Mark Martin**

### Website Images Policies and Guidelines

**Miriam Meislik**

### Liaisons

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http://www.lib.lsu.edu/SAA/VMhome.html
Sue Kriegsman (Harvard University) announced the meeting for tomorrow. Concentrated efforts to work on the consolidated Web site. Looking for volunteers to continue working on the Web site. No news yet from the roundtable.

**AMIA**

Mary Ide (WGBH, Boston). The annual meeting will be Nov 18-23 in Boston. Workshops will be given before the meeting. Emphasis will be on digitization of moving images. AMIA has a new journal produced at the University of Minnesota called *The Moving Image: The Journal of the Association of Moving Image Archivists*. She also talked about the new NHPRC fellowships and announced the topics of the four awarded this year as well as the new moving image courses at UCLA [See related article elsewhere in this issue of *Views*—Ed.] and New York University. Sara Myerson (independent consultant) suggested that the local arrangements and program committees figure out a way to “hook” West-Coast AMIA members to encourage them to attend.

**AMIA Cataloging Roundtable**

No report.

**VM/VMCAR Listserv**

Meislik handed out information about how to subscribe to this list.

**Views**

Baty thanked Bruce Johnson (Indiana Historical Society) for his editing skills and urged reports and assistance for additions to the newsletter. If you want to review books, then you get to keep the book; let her know if there’s anything you’d like to review, any exhibitions, etc. Deadlines are February, June, and October 1.

**Section Program Committee**

Meislik established a new committee to assist in creating SAA sessions for VM that would work throughout the year.

**Session ideas that didn’t make it out of computers:**

- Issues in storage of media—housing and storage condition challenges, new trends
- Nuts/bolts session on identifying processes in collections, using context, using architectural records in it, too
- Environmental concerns involving deteriorating materials
- Image delivery strategies, making media collections available in a digital environment, how doing digital collection management, copyright and use issues, software using.

**New session ideas:**

- Session on metadata—can we do this on image delivery? What kind of metadata is associated with images? How access it?
  - Using EAD in a VM setting
  - Processing a media collection—guidelines for getting these collections processed properly

**Session ideas from the meeting:**

- Myerson: hands-on workshop about preservation of film and videotape and audio tape, tour of a lab. Have a film festival of collections’ favorite films. Echoed the need for processing media collections and understanding conservation needs.
- Nancy Dosh (National Library of Medicine film curator): session on handling films, cataloging and developing films, identifying film, developing priorities for handling.
- Donna Wells (Howard University)—documenting African-Americans in entertainment. Another possibility is African-American architects in the Los Angeles area.
- Boston Symphony: bring back the “Sight and Sound” workshop. Recommended from the Recorded Sound Roundtable.
- From the Archivists of Religious Collections Section: Religion in film session with a film historian and a couple of archivists from church-related archives with significant film holdings.

Baty asked for everyone’s cards that spoke today so that the Program Committee will know whom to contact when coordinating these ideas.

**Other ideas:**

- LA collections crawl or crawl from one collection from Getty, Disney, Huntington, Museum of Film & TV, AFI, etc.
- Ruth: tours and connections with possible sessions, contact Host Committee people to set up tours: Sue Hodgson (Huntington Library) or Luke Gilliland Swetland (Getty). Workshops are handled through the Education Dept of SAA.

**Election results**

Meislik announced that new Chair-elect is Sue Kriegsman.

**New business/Announcements**

Baty mentioned that she and Kriegsman would work on having a speaker for the section meeting in Los Angeles and mentioned several possibilities.

Lynn Boydren (UCLA Film & TV Library): In July and August, UCLA will be offering four two-week sessions on film restoration, cataloging, access, identification at UCLA for professionals.

Wells thought of another idea for a session: that of deaf people and the silent film era, with a contact being Josh Shipman or someone at Gallaudette University.
With nothing else to be discussed, Meislik closed the meeting at 9:25 a.m.
Respectfully submitted,
Diana Ruby-Sanderson
Secretary Pro Tem/Ad Infinitum [at least it isn't ad nauseum—Ed.]

REPORT FROM THE CHAIR
Laurie A. Baty, US Holocaust Memorial Museum,
<lab0254@aol.com>

Thanks to the hard work of Miriam Meislik and John Slate, I am pleased to report that the Section endorsed nine session proposals for next year’s meeting in Los Angeles. Thanks also to the hard work of the Section members who put many of these proposals together. See Miriam’s report for a complete list of the sessions.

On other fronts, Suzanne Kriegsman, Mark Martin, Peggy Adamson, and I are working on an unofficial invitational Mid-Winter meeting of Visual Materials Archivists and Librarians next month in Washington, DC. Because this is the first time we’re tying it, we’re inviting folks close to DC and offering “hospitality” local Section members’ homes with the meeting and meals at my home. If this meeting flies, then we’ll work to have an official Section Mid-Winter meeting. One possibility is a joint meeting with the Photo Materials Group of the American Institute of Conservation. Stay tuned—there will be a full report in the April issue of Views.

FROM THE CHAIR-ELECT
Suzanne Kriegsman, Harvard University,
<Suzanne_kriegsman@harvard.edu>

I’m very pleased to be chair-elect for the Visual Materials section. It’s a great opportunity to be able to give back to the section after all of the times I’ve looked to the group for expertise, advice, and new information.

Working with Laurie Baty, Chair, is going to be fantastic, but it also means there will be big shoes to fill when her term is up. As a result, I’d like to ask everyone to chime in with suggestions and ideas for the section so we can keep the momentum going from the previous Chairs, including Miriam Meislik, immediate Past-chair. We can all offer support for Laurie in her efforts this year and be ready to continue her great ideas next year.

One of my goals for the year is to update the section’s Three Year Plan and report on how closely the goals in the existing plan have been met. The plan was last updated for the 2000-2001 year and, although most of it still appears to be current, there might be a few adjustments to be made. Please let me know if there is anything you would like to see added to the Plan.

ARCHITECTURAL RECORDS ROUNDTABLE
Beth Bilderback, University of South Carolina, <bilderbk@gwm.sc.edu>

The past year saw a lot of exciting projects involving putting finding aids on the web and digitizing selections from architectural records collections. The Roundtable looks forward to hearing about more projects and innovations in this area. Tomorrow’s meeting will be at 8:00 a.m. in Ballroom 9. Everyone is welcome—we will be discussing session ideas and hearing about news and concerns of members. Yesterday there was a great session on unique reference needs and issues of architectural records. Tomorrow at 1:00 p.m. Waverly Lowell is leading an Archives Unplugged series on visual records.

STANDARDS COMMITTEE NEWS
Marcy Flynn, Silver Image Management, <silverim@mindspring.com>

At the meeting of the Standards Committee in Birmingham, there was discussion of the process of updating SAA’s online Standards for Archival Description: A Handbook by Victoria Walsh, available at <http://www.archivists.org/catalog/stds99/index.html>. The Standards are being revised and expanded to include additional topics like EAD, metadata, markup standards for XML and SGML, archival storage requirements, security, preservation reformatting, electronic records and other areas. Vicki Walsh already has defined the data elements that need to be collected to describe each standard. Several people already have signed on to help with sections of the revision but more are welcome to participate. In addition to updating original sections, a few of the topics still open as of this writing that might interest VM section members include reformatting photographic glass plates, reformatting photographic gelatin silver prints, reformatting photographic color prints and digital imaging. Anyone interested in joining this effort can contact Diane Vogt-O’Connor at <Diane.VOC@nara.gov>.

ASSOCIATION OF MOVING IMAGE ARCHIVISTS (AMIA) CATALOGING AND DOCUMENTATION COMMITTEE
Jane D. Johnson, University of California, Los Angeles, <dj@ucla.edu>

Moving Image Gateway Receives NSF Funding

The AMIA Moving Image Gateway project has received nearly $900,000 in funding from the National Science Foundation and officially began its NSF grant-funded phase on October 1, 2002.

A collaboration of AMIA and the Library of Congress, the Gateway is a union catalog and portal for discovery of moving image resources for education
and research that will facilitate collaborative cataloging, preservation, and digitization activities. In addition to the union catalog, it will include an international directory of moving image repositories, a cataloging facility, and an education/outreach component, with the directory information integrated into the union catalog. The Gateway will also accommodate a dynamic web page for each archive.

Seven institutions with significant moving image collections in both analog and digital format have been selected as alpha implementer sites: the Library of Congress, Cable News Network (CNN), National Geographic Television, National Library of Medicine, Oregon Health and Sciences University, ResearchChannel and the Smithsonian Institution.

The Library of Congress will host the Gateway. Developer sites are Rutgers, the State University of New Jersey, Georgia Institute of Technology, and the University of Washington.

In late July the National Film Preservation Board of the Library of Congress hosted and funded a two-day planning meeting to develop the Gateway’s Archive Directory component. Many participants continued after the meeting in working groups and prepared reports which are being used to develop the Directory prototype. This was a very productive meeting attended by about 50 people representing virtually every moving image constituency, as well as developers and alpha sites.

AMIA Annual Conference

The twelfth annual AMIA conference will be held in Boston, Massachusetts, November 19-23, 2002. Headquartered at the Boston Park Plaza Hotel, it is expected to draw approximately 600 attendees from around the world. The conference will include a diverse range of workshops, technical symposia, and special screenings; the theme will be “Digital Issues.”

WEB SITE

Mark E. Martin, Louisiana State University, <mmarti3@lsu.edu>

The Web pages for the VM Section and VM Cataloging and Access Roundtable <http://www.lib.lsu.edu/SAA/VMhome.html> have been going through some changes recently. Rather than having two separate Web weavers we have consolidated the pages under one weaver. This should make it easier to keep up with information and format changes as well as providing a certain consistent relationship between the sites. This will be especially important when the site migrates to the SAA server later this winter.

With consolidation came redesign. The Section home page houses links into the section and outside to VMCAR. There are also new links for members’ sites, both to their home institution and to VM digital collections. Perhaps the most exciting addition is the "Lagniappe" section (for those outside Louisiana, lagniappe means a little something extra, a small gift added to a purchase). Here you will find links to Web site images policies and guidelines, image cataloging resources on the Web, image conservation and preservation resources on the Web, and "A Photographic Archivist's Bibliography."

Many of these pages need your input. If you would like your institution’s page linked to ours, let the Web weaver know. Have a great Web conservation/preservation resource? Know of a new and important work related to photographic archives? Use a cataloging tool regularly? Let the Web weaver know. With any luck, these pages will become a clearinghouse of sorts for visual materials tools and information.

As always, have a look at the membership pages. Your name missing? Let the Web weaver know. Change of address? New area code and exchange for your telephonic equipment? Let the Web weaver know. It’s easy. Just e-mail me.

WEB IMAGES POLICIES AND GUIDELINES COMMITTEE

Miriam Meislik, University of Pittsburgh, <miriam@pitt.edu>

The Web sites <http://www.library.pitt.edu/libraries/archives/archives.html> and <http://digital.library.pitt.edu/pittsburgh/index.html> recently have been reviewed and all the links should work. A few adjustments have been made for links that no longer work. I have saved the old site, so if there was a link you liked to use and it no longer appears on the site let me know. I haven’t searched for the documents that were behind those links, I merely removed them if they didn’t work. I hope to make an attempt to locate those documents this coming year. If anyone has any suggestions for the site or something that the site should cover please let me know. I am very interested in placing guidelines and policies from member organizations on the site to guide others in developing their own policies and guidelines.

PROGRAM COMMITTEE

Miriam Meislik, University of Pittsburgh, <miriam@pitt.edu>

The sessions are:

Archival Screening Night—Proposed by Karen Glynn

"Integrating Diverse Material Types in One Online Catalog"—Proposed by Suzanne Kriegsman

"Unruly, Unwieldy, and Unyielding: Proper Visual Materials"—Proposed by Miriam Meislik and John Slate

"Reel Preservation"—Proposed by Julie Graham

"Extending Traditional Accessioning, Description and Reference for Contemporary Pictures from
September 11th: Experiences from the Library of Congress Prints and Photographs Division"


“Saving Silverman: The History and Use of Motion Picture Collections”—Proposed by Cheryl L. Stadel-Bevans

“Restoring The Moving Image—Practical Answers to When and How”—Proposed by Alan Stark

Steve Gilheany's proposal “Management techniques for archivists to ensure that permanent electronic records survive the tens of thousands of bit-errors that exist on every unit of archival digital media”

VISUAL MATERIALS CATALOGING AND ACCESS ROUNDTABLE

Peggy Appleman, Photo Librarian, Martin Luther King Memorial Library

margaret.appleman@dc.gov

Thank you for electing me chairman of VMCAR at our Birmingham meeting. I will try to be responsive to your needs. Mark E. Martin of Louisiana State University has agreed to be Vice-Chair/Chairman-elect for 2003/04 and Sue Kriegsman, immediate past chair of VMCAR, has agreed to be Vice-Chair/Chairman-elect of the Visual Materials section of SAA for 2003/04. Congratulations Sue!

We held our meeting once again at 8:00 in the morning and we had over 30 hearty souls who came to the session. We dispensed with individual introductions of attendees and encouraged speakers to identify themselves instead.

Sue Kriegsman welcomed everyone and summarized the past year’s activities. Steve Dalton from the program committee reviewed the process for submitting a session proposal, including completing all sections of the application, securing the agreement of all speakers to participate, obtaining the endorsement of a section or roundtable, and using “advanced technology” sparingly for presentations. He also suggested that international speakers could be offered complimentary registration. The proposal deadline for the August 2003 conference is October 7, 2002. Congratulations Sue!

Richard Pierce-Moses reported from the SAA council and recounted how rewarding he has found his experience to be. He also said that Elaine Engst <ee11@cornell.edu> will be the new liaison.

Mark E. Martin is the Web master for the newly united VM and VMCAR Web site at the SAA address. The bibliography will be added to and improved. New visual materials resources are being sought out. Mark asked for feed-back on the new Web pages, since they now have a whole new look! The web membership list is being revised. Peggy Appleman will send an update to Mark based on the attendance record from the VMCAR meeting. Martha Mohard will work on resources for cataloging visual materials.

There followed an extensive discussion about possible session proposals for the 2003 meeting including one on integrated cataloging, another on the use of EAD in cataloging visual materials, and a third on copyright issues as the law has changed over the last century. Other ideas involved various collaborations with the motion picture industry, since our next conference will be in Los Angeles.

The general discussion swept from what to call non-photo genre images (such as advertising or cigarette cards) in cataloging, to the use of the 300 field in image cataloging to what experience people have had with photo databases in large collections.

The session was lively and interesting and I hope we will see you all at the one in Los Angeles.

AMIA NEWS

Mary Ide, WGBH, Boston < mary_ide@wgbh.org>

The twelfth annual AMIA conference was held in Boston, Massachusetts, November 19-23, 2002. Headquartered at the Boston Park Plaza Hotel, was expected to draw approximately 600 attendees from around the world. The conference included a diverse range of workshops, technical symposia, and special screenings; the theme was be “Digital Issues.” The full conference featured many sessions on digital asset management by presenters from commercial networks, museums, libraries and technical consulting firms. This year’s keynote luncheon speaker was Brewster Kahle, President and co-founder of Alexa Internet and the Internet Archive.

MOVING IMAGE ARCHIVE STUDIES AT UCLA: INFORMATION SESSIONS

UCLA is currently accepting applications for admission to the MA program in Moving Image Archive Studies, a new interdepartmental degree program offered across the Department of Information Studies and the Department Film, Television, and Digital Media. Information on the degree program and the application process is available at <http://www.cinema.ucla.edu/education/education_f.html>. The deadline for applications is December 15. Some financial aid is available for qualified applicants.

WHAT’S UP

through December 4. Looking at Children: Photographs from the Permanent Collections, Cleveland Museum of Art.


opens February 2. *Ansel Adams at 100*, Los Angeles County Museum of Art, Los Angeles.


opens February 8. *New to View: Recent Acquisitions in Photography*, Art Institute of Chicago.


opens February 8. *The Human Form Divine: The Body As Seen by the Camera*, Art Institute of Chicago.


through March 1. *By These Hands: Portraits from the Factory Floor photographs by David Parker*, Minnesota Historical Society, St. Paul.

through March 2. *Deceptions and Illusions: Five Centuries of Trompe l’Oeil Painting*, National Gallery of Art, Washington, DC.

through March 9. *Stuart Davis: Prints and Drawings*, Amon Carter Museum, Fort Worth, TX.


through April 27. *Laura Gilpin and the Navajo: An Enduring Friendship*, Amon Carter Museum, Fort Worth, TX.

through May 11. *Carl Mydans, American Photojournalist*, Amon Carter Museum, Fort Worth, TX.


[V]iews welcomes additions to this ongoing column documenting visual-materials exhibitions around the world. If your institution is having such an exhibition, please send the relevant information to the editor. To keep this column timely, please remember that Views is in print three months after the deadline posted on the last page—Ed.

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**IN PRINT**

**The Books**


Photo Review, 140 East Richardson Avenue, Suite 301, Langhorne, PA 19047-2824.
[Views welcomes additions to this column documenting visual-material publications. If you know of such additional publications, please send relevant bibliographic information to the editor.—Ed.]

ARTFUL DODGING: Things Heard, Enhanced, and Passed On

University Park, MD. After 18 years of commuting your editor threw in the towel and moved to the DC suburbs. It’s making for an easier commute, but the mortgage payments are killing her. Please note the new address for sending her information and fun tidbits of gossip for this column. For the first time in almost 10 years, there is absolutely no gossip to spread. Help your Editor out and send it in!

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Your comments and suggestions for improvements will always receive a cordial hearing. The next deadline is February 1, 2003. Opinions expressed are those of the authors.