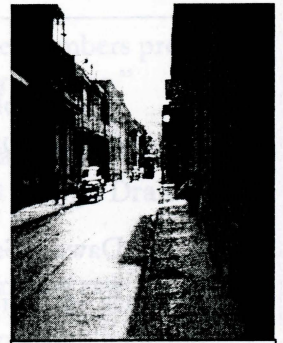


# Greater New Orleans Archivists Newsletter Fall/Winter 2002

Available online at <http://nutrias.org.gnoa/gnoa.htm>

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Bourbon Street  
Photo from NOPL,  
Gulledge Collection

## Winter Meeting 2002

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Winter Meeting is scheduled for Thursday, December 12 at 6 p.m. at Touro. The address is Touro Infirmary Archives, Mezzanine Floor, Gumbel Building 3450 Chestnut Street, corner of Aline Street. Free parking will be in the lot right across the street. There is no business agenda planned. Come enjoy spirited libations and elegance refreshments and meet other archivists. Please invite any potential members from your offices.

(Don't forget your dues will be due.)

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## Minutes of Spring 2002 GNOA Meeting

On April 3, members of GNOA met at the New Orleans Notarial Archives Research Center. Sally Reeves introduced Louis "Buddy" Blaum, Deputy Custodian of the Notarial Archives, who welcomed GNOA members. The business meeting then followed, with the minutes of the winter meeting approved. Rob Sherer, Treasurer, gave everyone present a copy of the treasurer's report. The minutes from the winter meeting were published on the GNOA website and accepted without corrections.

### Old Business.

Sister Dorothy Dawes said that the \$300 donated by GNOA was a key factor in getting a grant to process their papers. Susan Tucker said that she and Lora Christine are working on Disaster Preparedness Plans. If anyone is interested in helping them, please contact Susan Tucker. Touro will be spotlighted in the next newsletter.

### New Business.

Cathy Kahn, president, announced that preliminary planning work had begun on a major book project. A study committee was established. Members proffered several ideas, e.g. book on Food, a book on Guide to New Orleans' Architectural Holdings. The overwhelming response from the members via email request was for the architectural holdings book. Three members were requested to do a study proposal: Gary Van Zante, Sally Reeves and Siva Blake. A general discussion was held regarding the scale and scope of this project. Discussions included potential staffing and funding possibilities. Also discussed was the possibility of having members from the community including architectural firms and/or representatives of the architectural professional group, e.g. American Institute of Architects and the necessity of defining scope of the project within the parameters of the mission of GNOA. Many questions were raised, e.g. would the guide publish holdings that are not currently open to the public? Would the guide

be available online? A consensus of those present agreed to go ahead with the committee formation, exploration of funding sources and creation of standardized forms for the project.

A motion to form a study committee was moved by Cathy Kahn and seconded by Sister Dorothy Dawes. Sally Reeves and Gary Van Zante are to co-chair the committee. The subject of subcommittees was generally discussed.

Several members had made preliminary surveys of their holdings to find what resources they had. Marie Windell stated that UNO has the Higgens drawings as well as court decisions over architectural issues, as well as decorative arts and landscaping holdings.

The fall meeting will be held October 6 at UNO's new special collections facility. Members thanked the New Orleans Notarial Archives for their outstanding hospitality and gourmet snacks. A motion to adjourn the spring meeting was made and passed.

*Barbara Vaughn, Secretary, GNOA*

### **Minutes of Fall 2002 GNOA Meeting**

On October 16, 24 members and guests of GNOA met at University of New Orleans. Dr. Florence Jumonville hosted the meeting along with the staff of Special Collections, Earl Long Library of UNO. The business meeting began with the minutes of the spring meeting being dispensed with in the interest of saving time. Robert Sherer passed around a list of members and their current dues status. Members were reminded that winter meeting is the time to pay dues for 2003.

#### **Old Business:**

Several members reported on their attendance at annual archivist conferences. Ann Wakefield reported that she attended all the fundamental courses at the annual meeting of SAA in Birmingham, Alabama. She said it was very helpful. Susan Tucker reported that both SAA and ACA were excellent. She praised Lee Miller's work as national President of ACA. She also said that tapes are available of the conference sessions. (See SAA website at <http://www.archivists.org/>. Click on annual conference, then SAA 2002 Annual Meeting Sessions on Audio Cassette Tape—Order Form (PDF). Robert Sherer said that there were more plenary sessions this year and that the personal recollections of New York archivists on 9/11 was moving. The Society of SW Archivists met in Flagstaff. There was a session on "Exhibit Design—What to do—What not to do." Their next meeting is in New Orleans, May 22 to 24, 2003. Lee Miller advised the group that all GNOA members are part of the local arrangements committee. He discussed preliminary plans for programs and tours.

President Cathy Kahn invited members to Touro for the winter meeting. It will be held on December 12, 2002.

#### **New Business:**

A motion was passed to change the membership eligibility bylaw. It was proposed to state that anyone may join GNOA if they support the objectives of GNOA and pay dues. The current bylaws state: "Membership is open to all those in the metropolitan area of New Orleans who are working or training in the archival profession and are interested in archives in the greater New Orleans area... Article VI: Amendment of by-Laws.

These by-laws may be amended at the December meeting by a 2/3 vote of those members present, provided that membership is notified in the newsletter mailed prior to the December meeting.”

The rest of the meeting was a lively discussion of Sally Reeves’ report of Greater New Orleans Archivists’ Architectural Records Project. Attendees were given a copy of the Project Design Draft dated 7/3/2002.

Various members commented on the proposed project. Robert Sherer questioned the scope of the project as well as its intended audience. Is the scope to be researchers? If so, then a smaller scale project outlining architectural repository would be the best format. If the scope were to be a wider public non-researching audience, then the proposed hardcover format would be the best. Lester Sullivan questioned the interpretative portion of the proposed book. Irene Wainwright raised questions regarding the consistency of descriptions, i.e., some members might use item level versus collection level descriptions. Wayne Everard proposed having an online finding aid for architectural repositories. Several members wanted to have an online finding aid. Other members felt an online finding aid could be a first step to producing a research guide. Susan Tucker proposed that all three formats (online, paperback for researchers, hardback for general public) be explored and reported on at the Spring 2003 meeting. Carol Bartels proposed that some monies be used to advance archival education for GNOA members to attend various workshops and conferences.

Susan Tucker moved to continue to investigate book project as proposed but to have web page first as a finding aid. This would allow the group to assemble the responses. Irene Wainwright felt we should do something similar to the *Mardi Gras Guide*. Lester Sullivan felt it needs to be like *Jews in New Orleans*. Various amendments were offered to Susan Tucker’s motion. There was a motion to table the project until the Spring 2003 meeting. Eight members voted to table the project and four were opposed. The meeting adjourned at 8:05. *Barbara Vaughn, Secretary, GNOA*

## News From Around the City

### Dominican Sisters’ Archives, Congregation of St. Mary

GNOA is a co-sponsor of the forthcoming book *Louisiana Portraits: Religious Pioneers* (tentative title). The book is supported by a Publication Grant from the Louisiana Endowment for the Humanities. Expected publication of the 500 page book is mid 2003. The editors are Dorothy Dawes, Charles Nolan, and Ethel Simpson (Head, Archives and Manuscripts, Special Collections, U. of Arkansas).

The book is an anthology of short biographies of sisters, brothers, and priests who worked in Louisiana, beginning with the arrival of the Ursulines in the eighteenth century and continuing up to those who flourished in the contemporary period. Twenty-eight authors have written thirty-one life stories, representing vowed members of Louisiana religious communities. Lindy Boggs contributed the foreword. Although there is no official announcement, pre-publication orders have been coming in, mainly through the Religious Community Archivists of Greater New Orleans, which was the initial sponsor.

*Dorothy Dawes, Archivist*

### Historic New Orleans Collection

In celebration of the Bicentennial of the Louisiana Purchase, the Historic New Orleans Collection will present an exhibition that focuses upon the domestic and international events and personalities that surrounded the purchase.

The exhibition *A Fusion of Nations, A Fusion of Cultures: Spain, France, the United States, and the Louisiana Purchase* opens January 14 and runs through June 7, 2003. The exhibition is free and open to the public Tuesday through Saturday from 10:00A.M. until 4:30 P.M. at 533 Royal Street.

The names of Thomas Jefferson and Napoleon Bonaparte are well known as the heads of state that orchestrated the Louisiana Purchase treaty. But other players, treaties, and agreements from centuries before helped set in motion the 1803 transfer of Louisiana to the United States. Brought together for the first time, the documents that made the Louisiana Purchase possible will be exhibited in *A Fusion of Nations, A Fusion of Cultures*. From the earliest 16th-century maps showing what would become Louisiana, to the famed Livingston letter that "purchased a continent," the exhibition unites more than 100 items from museums and archives of France, Spain, the Netherlands, the United States, and The Historic New Orleans Collection. Accompanying the documents are maps of the territory, portraits of principal figures involved in the negotiations, and paintings depicting the European sites associated with many of the treaties. Also displayed are the financial papers from British and Dutch banking firms that were used in the purchase of Louisiana. In one of history's ironies, it was this funding, secured from an English banker, that Napoleon used to continue his war against the British.

Running concurrently in an adjoining gallery will be the exhibition *Napoleon's Eyewitness: Pierre Clement Laussat*. Laussat, Napoleon's newly appointed colonial prefect of Louisiana, arrived in New Orleans to assume his post and discovered that France had decided to sell Louisiana to the United States. The exhibition, of more than 75 maps, documents, paintings, and artifacts, traces Laussat's activities in the transfer of Louisiana from one nation to another.

The purchase of this vast land of Louisiana was a momentous event in the history of the United States. It effectively doubled the size of the country and insured western expansion, economic growth through undisputed waterways, and a population with a diverse cultural background. For more information about the exhibition and program schedules, call The Historic New Orleans Collection at (504) 598-7168 or go to our website at [www.hnoc.org](http://www.hnoc.org). Carol Bartels, Archivist

### **New Orleans Notarial Archives**

The Notarial Archives has received a Save America's Treasures award for just under \$65,000 to conserve and increase access to its French Colonial records (1731 to 1768) and for 27,000 sheets of Spanish Colonial and Early American period documents. The records are all civil law notarial acts (contracts in the private sector) in the Notarial Archives collection.

The French Colonial records will be delaminated, cleaned, repaired, deacidified, encapsulated, put in order, and rebound. Finding aids will be loaded on the Archives Web site.

The Spanish Colonial and Early American records are from the acts of the Spanish notary Pedro Pedesclaux, who served from 1788 to 1816 and compiled 72 volumes. Over the years, the paper has been damaged by iron gall inks, poor handling, cellophane tape adhesives, and a poor environment. The books will be disbound and undergo page repair, deacidification, encapsulation, and rebinding. An index will be loaded on the Archives Web site.

James Stroud, Chief Conservation Officer of the Harry Ransom Humanities Research Center at the University of Texas at Austin will act as consulting conservator for the implementation of the grant. He is scheduled to visit for three days in early January. Staff news: Assistant Archivist Buffie Hollis was chosen as an archivist to work in the George Bush Presidential Library. She will start there Dec 15, 2002. We are very proud of her.

New hires at the Notarial Archives Research Center include Mrs. Lisa Preston, a degreed former paralegal who will be working partly as Reception Manager and also as legal research assistant, as well as Charles Johnson, a Latin American specialist who will also be working partly as Reception Manager and partly as special projects assistant for Spanish Colonial and digital records. *Sally Reeves, Archivist*

### **Tulane University, Special Collections, Manuscripts**

At its October meeting in Dallas, the Executive Board of the Society of Southwest Archivists (SSA) voted unanimously to extend its annual meeting member rate to members of the Greater New Orleans Archivists.

The SSA will meet in New Orleans May 22-24. As this is a rare opportunity for New Orleans archivists to attend a major archival event in their own city, the SSA board wanted to make it as accessible and welcoming to local archivists as possible. The board also hopes allowing GNOA members to attend at the member rate will be a tangible way to say "thank you" to New Orleans archivists for welcoming SSA members to their wonderful city.

For more information, visit the annual meeting website:  
<http://specialcollections.tulane.edu/SSA/SSA2003.htm>

### **University of New Orleans, Earl K. Long Library, Archives and Manuscripts, Special Collections**

Marie Windell, C.A. (UNO) presented a paper on "Steamboats, the antebellum prime mover for the Gulf Coast states," from case files in the Louisiana Supreme Court Collection for the Conference of the Gulf South Historical Association in Galveston, in October. She also presented papers for the UNO Speakers Bureau on the Louisiana Purchase, "Burn that letter, Jefferson's Negotiations," (based on a little known collection of Jefferson letters), and Louisiana Indian land titles and sales to early settlers from evidence in the Supreme Court Collection of case files. *Marie Windell, C.A.*

### **Xavier Archives**

Two archival exhibits open to the public on the third floor of the University Library concluded in November. *John E. Rousseau, Dean of New Orleans Black Journalists* concerns the late investigative reporter and city editor for the New Orleans *Louisiana Weekly*, who was an Xavier alumnus (XU, '25). In the spring, the Archives received an important donation of his papers from his daughter Kara Rousseau Smith ('53) that were solicited by Norman R. Smith, owner of Forget-Me-Knots, Inc., and publisher of the *Etches of Ebony Louisiana Annual Black History Calendar*. *Black at the Movies* is a survey of African-American participation in making motion pictures and incorporates original posters, lobby cards, and still photographs shown in theaters where the movies first played.

In June, Mr. Sullivan helped determine the disposition of old records held in the campus convent of the Sisters of the Blessed Sacrament (S.B.S.), the Roman Catholic order of nuns that founded the University. In a conference call from the Ben Salem Motherhouse, Pennsylvania the S.B.S. headquarters, it was decided that the original minutes of the S.B.S. Corporation of Louisiana will be transferred to the Motherhouse, with a set of acid-free copies of the minutes, rich in the early history of the University and its rural schools work, remaining in Xavier Archives.

The Order recently gave formal approval to continue open access to the copied minutes that Xavier Archives has been providing researchers since the early 1990's. Records in the Convent vault that more properly speaking are records of the University, rather than the Order, are being transferred to Xavier Archives.

Stained glass artist Ruth Goliwas has created a new window for St. Maria Goretti Church in New Orleans that depicts St. Katharine Drexel, who founded Xavier and S.B.S. Below is the legend "'O Lord, grant that we may love you the way you deserve to be loved,' c. 1938 St. Katharine Drexel, S.B.S. Recorded by Xavier Archivist Sr. Roberta Smith, S.B.S." When she was a young nun, Sr. Roberta overheard Mother Katharine speak the profound words late one evening while the Saint lay prostrate before the altar in the chapel of the Order's Motherhouse. Although the words were not written down at the time, Sr. Roberta since has sought to inform any and all of them and inspired the artist to include them in her new work, which is believed to be the first in stained glass ever to incorporate a contribution by an archivist.

In March, Ralph Metcalfe, Jr., wrote a letter of thanks to University President Norman Francis commending Mr. Joseph's work in providing copies of his father's correspondence and related press clippings that are held in Library Special Collections. Metcalfe, Sr., was a gold medallist at the 1936 Olympics in Berlin in the 4 x 100 meter relay, where he also ran second to Jesse Owens in the one hundred meter dash. He served as track coach at Xavier in the 1940s.

Mr. Sullivan received a certificate from the Academy of Certified Archivists commending him as a Charter Member for his "sustained commitment, dedication, and service to the archival profession." He was appointed to a three-year term on its Archives and Records Committee by the Louisiana Historical Association. In April, at Le Petit Salon, he gave an illustrated slide lecture on "Women of Color of New Orleans in the Colonial, Territorial, and Antebellum Periods." He spoke twice for the Friends of the Cabildo of the Louisiana State Museum, in April on "Black People and Race Relations in New Orleans before the Civil War" and in September on "What You Thought You Knew about Black People in Colonial and Antebellum New Orleans."

At the conclusion of the 2002 Provincial Chapter of the Southern Dominican Province of St. Martin de Porres, the Order issued a letter of commendation to Mr. Sullivan "for the careful cataloguing of our historical materials." He has served as their Provincial Archivist since 1999. In October, he spoke before the Multicultural Genealogical Research Society of New Orleans. In early November he spoke in a forum at the University of New Orleans entitled "African American Singers: 'Stony the Road We Trod.'"

Mr. Lachoff has been serving since the start of the year as the consultant to the Morgan City Archives. His article "Bernard Illowy: Counter Reformer" has just been published in the 2002 issue of *Southern Jewish History*, the journal of the Southern Jewish Historical Society. He was elected to a two-year term on the Society's board of directors, replacing Cathy Kahn as chairperson of the Archives Committee, and will sit on the new Dissertation Research Award Committee.

*Lester Sullivan, Archivist*

### **Touro Infirmary Archives**

Catherine Kahn just returned from the Southern Jewish Historical Society Meeting in Shreveport, where she was the moderator of a panel on "Pitfalls and Paradoxes: Exhibiting Jewish History." She was appointed liaison to the 2004 Charleston conference of Southern Jewish Historical Society.

*Catherine C. Kahn, Archivist*

## Educational Opportunities

Xavier Archives is sponsoring two courses to be given by the Society of American Archivists (SAA) and taught by leading authorities on Encoded Archival Description (EAD). They are Kris Kiesling, Head of the Department of Manuscripts and Archives of the Harry Ransom Humanities Research Center University of Texas at Austin, and Michael Fox, Head of Processing of the Division of Library and Archives of the Minnesota State Historical Society. On March 24 and 25, they will teach the introductory EAD course and on March 27 and 28 the course entitled *Style Sheets for EAD: Delivering Your Finding Aids on the Web*. The cost to SAA members for each is three hundred and five dollars. This is a rare opportunity to gain further educational credits toward recertification under the Academy of Certified Archivists without having to leave the state. For more information, please visit the SAA website at [www.archivists.org](http://www.archivists.org).

### Encoded Archival Description: #0324

Co-sponsor(s): Xavier University of Louisiana, New Orleans, LA

Monday, March 24, 2003 – Tuesday, March 25, 2003

9:00 AM – 5:00 PM

Continuing Education Units (CEUs): 1.5

ACA Archival Recertification Credits: 10

Early bird (on or before 2/24/1903): SAA Member – \$305; Nonmember – \$385

Regular (after 2/24/1903): SAA Member – \$330; Nonmember – \$410

Here is the workshop that gives you the instruction and practice you need to bridge the digital divide. Get acquainted with the language of SGML and XML and practice with Soft Quad's XMetal authoring software. This workshop covers EAD 2002, the new version EAD.

Upon completing this workshop you will have:

- Encoded your finding aids using Encoded Archival Description;
- Received an overview of Standard Generalized Markup Language and Extensible Markup Language;
- Examined the structure of EAD (the SAA-endorsed standard for archival finding aids on the Web);
- Marked up a finding aid using SoftQuad's Xmetal;
- Explored style sheets and implementation strategies;
- Applied EAD to your own finding aids.

Basic computer skills are required. You will receive copies of EAD Tag Library and EAD Application Guidelines. Kris Kiesling, Head, Department of Manuscripts and Archives, Harry Ransom Humanities Research Center University of Texas at Austin. Michael Fox, Head of Processing, Division of Library and Archives, Minnesota State Historical Society

### #0325 New Orleans, LA Co-sponsor(s): Xavier University of Louisiana

Thursday, March 27, 2003 – Friday March 28, 2003 9:00 AM to 5:00 PM

Continuing Education Units (CEUs): 1.5

ACA Archival Recertification Credits: 10

### REGISTRATION FEES:

Early bird (on or before 2/27/2003): SAA Member – \$305; Nonmember – \$330

Regular (after 2/27/2003): SAA Member – \$385; Nonmember – \$410

This workshop teaches you how to transform EAD-encoded finding aids into Web documents whose appearance is customized for your institution and users. This two-day workshop provides an introduction to style sheets, in particular Extensible Style sheet Language (XSL), as they are used to format archival finding aids for the Web. If you have a basic understanding of the EAD element set and the HTML encoding scheme, you're ready to take the next big step and create or modify style sheets. While the focus is on EAD, this workshop also will be of interest to archivists, programmers and system administrators using TEI and other XML applications.

Upon completing this workshop, you will have:

- Gained a fundamental understanding of XSLT concepts;
- Learned how to produce a basic style sheet;
- Modified an existing style sheet.

Two instructors facilitate this highly interactive, hands-on workshop to provide a substantial level of practice to participants. Kris Kiesling, Head, Department of Manuscripts and Archives, Harry Ransom Humanities Research Center University of Texas at Austin. Michael Fox, Head of Processing, Division of L Style Sheets for EAD—Delivering Your Finding Aids on the Web

### **Did you know?**

Louisiana Archives and Manuscript Association promotes the role of archives in the preservation of our national, state, and local heritage by cooperating with Louisiana's public and private archival repositories in their work of collecting, conserving, and making accessible to the public manuscript, printed, graphic arts, and audio materials of historical significance. <http://www.nutrias.org/~nopl/lama/lama.htm> Their Annual meeting was held November 15, 2002 in Lafayette.

Society of Southwest Archivists' (SSA) website is <http://lib-04.lib.uh.edu/ssa/ssa.htm>. Their annual meeting is May 20 through May 24, 2003 in New Orleans, Louisiana. Lee Miller announced at GNOA's Fall 2002 meeting that all members of GNOA are a part of the Local Arrangements committee. For information, visit the annual meeting website: <http://specialcollections.tulane.edu/SSA/SSA2003.htm> Society of American Archivists is the oldest and largest national professional archival association. Their website is <http://www.archivists.org/>. The next annual meeting is in Los Angeles, California, August 18-24, 2003.

Academy of Certified Archivists promotes fundamental standards of professional archival practice. <http://www.certifiedarchivists.org/>. If you are planning to seek either certification or recertification, the 2003 application will be available online by February 2003. Deadline for applying for certification/recertification is usually in May. Consult their website for current details.

Archivists Toolkit. Samples of archival forms. <http://aabc.bc.ca/aabc/toolkit.html>

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The GNOA Newsletter is published three times each year in the spring, fall and winter. Submissions can be sent to Barbara Vaughn, care of Nunez Community College, 3710 Paris Road, Chalmette, LA 70043 or faxed to 504-680-2584 or emailed to [bvaughn@nunez.edu](mailto:bvaughn@nunez.edu).