



## Twin Cities Archives Round Table

# Newsletter

### President's Message

Dear Fellow TCART'ers,

I hope your New Year is starting out happy and healthy. November 15<sup>th</sup> was our fall meeting and it was a small but inspired bunch. ☺ We came up with a lot of ideas, which I will try to mention in this letter as well as a few highlights throughout the newsletter. I would like to thank Steve Granger for once again hosting the meeting. It was at the new home for the Minneapolis Park Board. It is a nice facility and the Archives has a very spacious set-up.

We are planning a TCART workshop on Grant Writing to be held at the Minneapolis Public Library in February. More details to follow.

One of the items we discussed was meeting attendance. It has been down (single digit attendance) for a while despite our healthy membership numbers. We decided to change the format of the spring meeting in an effort to attract more members. We will be having a half day, afternoon meeting during the week. The meeting will have a focused panel discussion about an archival topic, a facility tour, refreshments, and a very brief business meeting. So watch for the spring meeting mailer!

At the spring meeting, we will be electing both the President and Treasurer for TCART. If you have questions about the positions, please contact JoEllen Haugo or me.

Another topic for the spring meeting will be the possible name change for TCART. The issue was again brought up that the name of TCART places a very metro focus on the organization, when in fact it is a statewide group. It is thought that a name change might be a way to encourage new members as well as strengthen the image of archivists in the state. Please plan on attending the spring meeting if you have thoughts about this issue.

That's all for now from me. I hope to see you at the workshop and the spring meeting.

Yours Archivaly,

Daardi Sizemore  
TCART President

### TCART Workshop

Foundations & Monies for  
Special Projects  
February 24<sup>th</sup> 1:30-4 p.m.  
Minneapolis Public Library,  
Central Library at Marquette  
Registration \$10 for members and  
\$15 for nonmembers

Antonia Miller, librarian for the Minneapolis Public Library's Foundation Collection, will present a program on how to locate information on Minnesota and national companies and foundations that have given money for projects compatible with archival collections, including oral history, digitization, microfilming, and historical activities. The workshop will be an opportunity to learn more

about researching these organizations as well as to ask questions about how to identify companies that have demonstrated an interest in preserving archival materials.

The foundation program will be held in the Board Room at the Minneapolis Public Library Central Library at 250 Marquette Avenue South in Minneapolis. For directions to the interim library and parking information see website at <http://www.mplib.org/central.asp>. Please pre-register by February 18<sup>th</sup>. To register or questions contact JoEllen Haugo at 612-630-6353 or [jhaugo@mplib.org](mailto:jhaugo@mplib.org).

TCART is planning on hosting an SAA workshop next fall on Grant Writing. The SAA workshop is intended to complement this program.

JoEllen Haugo  
Minneapolis Public Library

### Name, Name, What's In a Name?

A lot. We are currently TCART (Twin Cities Archives Round Table) and have been since the founding of the organization. While the original members may have primarily come from the Twin Cities metro area, the organizations members now come from around the state (and even outside Minnesota.) The topic of a name change isn't new to the organization but it has never been successful. At the spring meeting, we will be voting on whether to  
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change the name and will be discussing a few options.

Thoughts, concerns, and name suggestions can be e-mailed to me at daardi.sizemore@mnsu.edu. I'll bring all issues to the spring meeting.

Daardi Sizemore  
Minnesota State University, Mankato

## Archdiocesan Archives now has a page on the intranet.

Note that that is intranet, not internet. The Archdiocese is slowly but steadily moving towards getting information about its offices up on its website. As a dry run, all offices were invited to post information to the intranet, which is available to the users within the Archdiocese's system. Archives is one of the first offices to have a page up and running. We have posted our basic information, as well as a copy of our information handout for researchers. We also are posting scanned images of our photos and some of our artwork, changing the exhibit every month. It is good practice for the Archivist in designing the page, and has been really good publicity for the Archives within the organization. If all goes well, the Archives should be able to post information and virtual exhibits on the website after about a year - something to look forward to in 2005.

Steve Granger  
Archdiocese of St. Paul and  
Minneapolis

## Fall MAC 2003 Session on Regional Archival Associations

I attended a great session at the Dearborn MAC in October 2003 that I thought would be of interest to TCART members. It was on regional archival

associations and the Chicago Area Archivists (CAA), Michigan Archival Association (MAA), and the Society of Indiana Archivists (SIA) were discussed. It's amazing what the different groups are doing, particularly related to their annual meetings. For example, the MAA has a two day meeting with several sessions, luncheon, and tours. Basically it's a mini-MAC. Indiana does a day long meeting with sessions and tours. CAA is more like TCART in that they have smaller meetings, but they have well attended socials twice a year and have held their second annual archives week event. All three of these organizations have a web presence. I encourage you to check out their websites and see what else they're up to. CAA - <http://www.vandercook.edu/archives/CAA.html>. SIA - <http://archives1.archives.nd.edu/sia/index.html>. MAA - <http://www.maasn.org/>.

This is just a little of the information I picked up at the session. I presented this information at the fall meeting and it inspired some of the changes we are planning on for the spring meeting.

Daardi Sizemore  
Minnesota State University, Mankato

## Directory of Luxembourg-American Resources

The Department of Special Collections at the University of St. Thomas (MN) and the Luxembourg-American Heritage Society is pleased to announce the creation of a Directory of Luxembourg-American Resources.

Found at [http://web1.www.stthomas.edu/libraries/special/Lux\\_Am\\_Directory/index.html](http://web1.www.stthomas.edu/libraries/special/Lux_Am_Directory/index.html), this web-based directory allows genealogists and other researchers to easily identify libraries, archives and historical societies that maintain collections relating to Luxembourg-

state, and repository, the directory includes contact information as well as a brief description of collections held by each institution. For further information or to add information relating to your collection to the directory, please contact Ann Kenne at [amkenne@st.thomas.edu](mailto:amkenne@st.thomas.edu).

Ann Kenne  
University of St. Thomas

## Spring MAC Reminder

The spring MAC (Midwest Archives Conference) meeting will be in Milwaukee, Wisconsin, April 29-May 1, 2004. <http://www.midwestarchives.org/milwaukee/home.html>. The program is not posted, yet, but will be soon. Please consider attending.

For those looking a head, the fall 2004 MAC meeting will be October 28-30, 2004 in Des Moines, Iowa.

## Be Counted! Census of the Archival Profession to be Mailed in the Spring of 2004

Thanks to a \$247,932 grant funded by the Institute of Museum and Library Services (IMLS), a comprehensive survey of the archival profession will be mailed to U.S. archivists in the Spring of 2004. [Be on the lookout so that you are counted in this unprecedented effort to gather baseline data about the archival profession.](#)

The goal of A\*CENSUS (Archival Census and Education Needs Survey in the U.S.) is to define the universe of archivists currently in the workforce, determine the knowledge and skills they need to do their jobs now and in the future, and provide graduate and continuing education programs with data to support recruitment and training of new archivists.

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The project will seek active participation from all archival associations in the U.S., as well as many organizations serving in closely allied fields whose members bear significant responsibility for historical records, including librarians, local historians, records managers, and museum curators.

The working group charged with developing and conducting the census began its deliberations about the scope and nature of this collaborative effort during its first meeting in Chicago, November 14-16. A broad range of archival interests are represented within the working group, including graduate archival education programs, continuing education programs, and the following national and regional organizations: Academy of Certified Archivists, Association of Moving Image Archivists, Conference of Inter-Mountain Archivists, Council of State Historical Records Coordinators, Historically Black Colleges and Universities, Mid-Atlantic Regional Archives Conference, Midwest Archives Conference, National Archives and Records Administration/Modern Archives Institute, National Association of Government Archives and Records Administrators, New England Archivists, Northwest Archivists, Inc., Rare Books and Manuscripts Section of the Association of College and Research Libraries, Society of American Archivists (SAA), Society of American Archivists Diversity Committee, Society of California Archivists, and Society of South-west Archivists.

TCART was contacted by the organizers of A\*CENSUS to encourage all of our members to participate. The mailing list consists primarily of membership lists gathered from U.S. archival associations (including TCART). If you do not receive the census survey by April 1, 2004, please contact the census project manager at [acensus@archivists.org](mailto:acensus@archivists.org).

Preliminary reports of the census findings should be available by the time of the Society of American Archivists

annual meeting in Boston in August. A more comprehensive final report will be developed later in the year, and the data gathered will be shared broadly with participating organizations and interested individuals in the Spring of 2005. For more information, contact [acensus@archivists.org](mailto:acensus@archivists.org) or refer to [www.archivists.org](http://www.archivists.org).

Daardi Sizemore  
Minnesota State University, Mankato

## FREE TO A GOOD HOME

The library/archives at Gustavus Adolphus College no longer has use for a Northwest Microfilm Reader NMI 2020, in good condition, 40" high, approximately 25 1/2" wide, and approximately 25" deep. It is a read-only machine with manual film advance and rewind and an overhead rotatable carriage that projects the image onto a 24" x 24" slightly angled surface that the user looks down onto. Its advantage is that the image is larger than on most reader/printers. Contact Edi Thorstensson, Bernadotte Memorial Library, at 507-933-7554 or by email at [bubbles@gac.edu](mailto:bubbles@gac.edu) no later than March 15, 2004.

Edi Thorstensson  
Gustavus Adolphus College

## TCART to host an SAA Workshop

The Society of American Archivists (SAA) offers co-sponsorship of workshops to local archivist groups. TCART is hoping to co-sponsor a grant proposal writing workshop this fall. It is a wonderful deal for TCART because SAA pays the instructor's travel and expenses and the instructional materials. It also handles the registration of participants and the promotion of the workshop. TCART's role is pretty much confined to local arrangements and acting as the host. None-the-less, workers are needed. We are looking for

members to help with the organizing of the workshop which would include finding a site, selecting the date, and working on the local arrangements. The individuals working on planning this will hopefully be able to meet once as a group and most work can be done via the phone or email. If you are interested in helping with this fun project, contact JoEllen Haugo at 612-630-6353 or [jhaugo@mplib.org](mailto:jhaugo@mplib.org).

JoEllen Haugo  
Minneapolis Public Library

## MPL Update

Life has been full of many adventures for the staff of the Minneapolis Public Library. First came the move in 2002 to its temporary location, while the new Central Library was under construction on the site of the old library (new library scheduled to open in 2006). Moving a library that has been in the same location for about 50 years and with a history that goes back over 100 years is not something to take lightly. We all pretty much survived the experience. I am pleased to report, because of the value placed on the Special Collections Department's Minneapolis Collection, virtually all of the materials are available for the public to use, although some need to be requested a few days ahead of time.

The most recent challenge has been surviving the 20% budget cut in the library's operating funds from monies that had mostly come from the state of Minnesota's Local Government Aid. This budget cutback has been a significant blow to the library system. The decision was made to keep all facilities open (albeit with greatly reduced hours) but to lay off approximately 27% of the staff as of January 1st, 2004, to make up the shortfall. What an amazing challenge this has been. I have been very impressed with how the staff has been rising to the occasion and how important team work is going to be.

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The public is being inconvenienced by the reduced hours of service. All the libraries will remain open but for only 24 or 32 hours a week, depending on the library. The hours selected for each agency were chosen after studying neighboring libraries' hours.

MPL is not the only organization going through this immense budget cutback. I reflect on it – comparing the reductions to the Depression Years; the times are significantly different. None-the-less, this is one of those time periods in an institution's history that will be reviewed later. Best of luck to all of you who are undergoing similar experiences. Life is challenging—but challenges make history!

JoEllen Haugo  
Minneapolis Public Library

## How to Contact TCART Officers

President Daardi Sizemore:  
Archives and Special Collections  
Librarian, Minnesota State University,  
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## Treasurer's Report, May 2003 to November 2003

Treasurer J. Haugo

|  |  |                   |
|--|--|-------------------|
| <b>Beginning balance May 15, 2003</b>  |  | <b>\$733.34</b>   |
| <b>Receipts (dues and donations)</b>   |  |                   |
| <b>Date</b>                            | <b>Description</b>   | <b>Deposits</b>   |
| 7/02/03                                | 40 memberships at \$10 and one for \$15                          | \$ 405.00         |
| 7/23/03                                | 9 memberships  | 90.00             |
| 9/9/03                                 | 2 memberships at \$10 ea   | 20.00             |
| 11/17/03                               | 1 membership at \$10 ea  | <u>10.00</u>      |
|  | Total  | \$525.00          |
| <b>Expenses</b>                        |  |                   |
| <b>Date</b>                            | <b>Description</b>   |                   |
|  | <b>Checks written</b>  |                   |
| 7/8/03                                 | #1057 to Julia Hally (for postage)                               | \$37.34           |
| 7/19/03                                | #1058 to Shawn Rounds for printing and postage<br>for newsletter | <u>\$69.41</u>    |
|  | Total  | \$106.75          |
| <b>Recapitulation</b>                  |  |                   |
| <b>May 2003-November 2003</b>          |  |                   |
| Beginning balance May 15, 2003         |  | \$733.34          |
| Receipts (dues and donations)          |  | \$525.00          |
| Expenses                               |  | <u>-\$106.75</u>  |
| <b>Ending balance as of 11/17/2003</b> |  | <b>\$1,151.59</b> |

## A Brief History of the Archives at Gustavus Adolphus College

When Reverend Eric Norelius opened a congregational school in 1862 in Red Wing, Minnesota, he did so in response to a request from the Minnesota Conference of the Lutheran Augustana Synod, the immigrant Scandinavian, (mostly Swedish) church body. The following year, the school was moved to East Union and christened Minnesota Elementar Skola. In 1865, it was incorporated as St. Ansgar's Academy.

The earliest reference to archives appears in the minutes of the Minnesota Conference's meeting, held at East Union on June 2, 1864. Translated from Swedish, the minutes state the following: "Resolved, that the Conference's secretary be assigned the purchase of a tin box for the purpose of

there for safe keeping the Conference's minutes, papers, and documents." In October 1868, a similar entry was made into the minutes, with the additional recommendation that the box should be kept in the library of St. Ansgar's Academy. This became the nucleus of the present Lutheran Church Collection and College Archives. When the Academy was closed in 1875 and the college at St. Peter opened, the archives were brought to the new school, which, like its predecessor, was under the legal ownership of the Conference.

In 1910, the Conference instructed the trustees of the College to appoint the college president as archivist *ex officio*. From that time until 1943, the archives of both Gustavus Adolphus College and the Minnesota Conference remained under the immediate authority of the president, and, although they had long since outgrown their tin box, were kept for awhile in the president's

(Gustavus, continued on p. 6)



Year 2003-2004 Membership Renewal Form

\*\*\* Membership runs from July 1, 2003 to June 30, 2004 \*\*\*  
regardless of when payment is received

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Organization URL: \_\_\_\_\_

Would you be willing to serve as a resource for other TCART members? (For instance, if someone has questions about photograph preservation or acquisitions policies.)

Yes No If yes, in what area \_\_\_\_\_

Would you be interested in hosting a TCART meeting? Yes No

Would you be interested in giving a session or leading a roundtable discussion on a particular topic?

Yes No If yes, please specify \_\_\_\_\_

**Membership dues are \$10 – Make check payable to TCART**

**Mail completed form and payment to:**

TCART Secretary  
Julia Hally  
Target Corporation  
1000 Nicollet Mall, TPN 0800  
Minneapolis, MN 55403

*Gustavus, continued from p. 4)*

office, after which they migrated from place to place, as space availability allowed. In 1943, however, the Executive Committee of the Minnesota Conference and the Board of Trustees of the College entered a joint agreement to engage the services of an archivist, Joshua Larson, a recently retired professor of Swedish and astronomy, who for years had been working with the archives on a volunteer basis. By then, the archives had been moved to the basement of a dormitory, Uhler Hall, where Larson plugged away, organizing the mass of documents, books, and artifacts that had accumulated over the years. His successors, beginning with history professor emeritus Conrad Peterson, were employed to work with two separately managed archives, that of the Conference (later, Synod) and that of the College. The Archives staff eventually grew to include two archivists and many volunteers and student assistants.

It is noteworthy that the archives were established by the immigrant founders of the church and school and intended to preserve evidence of each body's activities, which were to a large extent interrelated, and that, from the time of its founding, this school was singled out to serve as a repository.

The fact that the College listed the archivist in the college catalog from 1945 on and authorized the archivist to administer these records indicates an official commitment to an institutional archival program that would reflect the organic nature of the church's and school's relationship. The Minnesota Conference has, through a succession of mergers, become one with the many descendants of pioneer ethnic Lutheran church bodies that today comprise the Evangelical Lutheran Church in America.

Recently, the College renewed its commitment to the Lutheran Church Ar-

chives, asking that the collection be appraised and defined to emphasize its historical value. Last summer, I began working on this project and will continue until it is accomplished. Already opened are more functional channels of communication and cooperation with the archives staff at Luther Seminary in St. Paul, which serves as the ELCA District 3 repository. This is an essential step towards together serving congregations, researchers here and abroad, genealogists, students (among them, budding genealogists!), and interest groups, such as the Augustana Heritage Association, which will hold its annual meeting at Gustavus next summer. Ahead lie preservation issues to be addressed, further collection description, basic indexing, and photo digitization. All in good time.

Edi Thorstenson  
Gustavus Adolphus College

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