



# Twin Cities Archives Round Table Newsletter

## President's Message

Fellow TCART'ers,

Happy twenty-fifth anniversary to all past and present members! Our fall meeting and 25th anniversary symposium was a success and a great opportunity to celebrate TCART. I want to thank everyone who agreed to participate in the symposium as well as those who volunteered their time at the event or in planning for the meeting. If you were not able to attend, please take a moment to read about the event in the meeting recap [<http://www.tcartmn.org/documents/Fall2007MeetingMinutes.pdf>].

While planning for the event, I was struck by how TCART has served as a training ground for professional leadership. Members have gone on to serve on the council or as an elected officer for the Midwest Archives Conference. Others have served on the council for the Society of American Archivists or as an elected officer, including the current SAA president. Finally, at least ten TCART members have become SAA Fellows during their careers.

However, this list is short in comparison to the numerous individuals who have stepped forward to be local leaders in the profession and serve TCART with their skills and talents. Their guidance and support over the past twenty-five years is the primary reason TCART has remained strong.

Another thing that struck me while planning for the event was how happy people were to volunteer or agree to

participate. One of the original purposes of TCART was simply to bring local archivists together in order to share experiences. That pull seems to be as strong today as ever before. Whether it is feeling the strength in numbers or a desire to be near like-minded people, TCART has been a consistent, ever-present organization over the last twenty-five years for people to turn to when they need to feel a connection to the profession.

On a different note, I'd like to discuss some of the ways TCART is looking toward the future.

As reported at the fall meeting, TCART finished the necessary steps to become a fully incorporated nonprofit organization registered with the Minnesota Secretary of State. This process, initiated at the fall 2006 meeting, allowed us to refocus our mission statement, draft and adopt a set of by-laws and articles of incorporation, and further strengthen our commitment to TCART's continued success. TCART was officially incorporated on June 22, 2007.

We are again happy to offer a scholarship for TCART members to attend a conference or workshop in order to aid in their professional development. This is the second offering of the \$250 award and we encourage all members to consider submitting an application. Please see a related announcement to learn more.

Finally, a recent email message asked all members to consider becoming a professional resource for current gradu-

ate students in the MLIS program at St. Kate's. We all have the ability to help new professionals connect to the field and I encourage you to participate. Please contact TCART's Secretary, Andrea Spence Pudas, for more information.

Two thousand and seven was a busy year for TCART. We celebrated our past and renewed our commitment to the future. Please join me in looking further ahead to find new ways to support our members and strengthen the profession.

Respectfully,  
Erik Moore  
TCART President



## Minnesota Naturalization Records

The National Archives and Records Administration—Great Lakes Region, Chicago, IL, announces an accession of 20 cubic feet of naturalization records from the U.S. District Court, District of Minnesota, Divisions 3-6 at St. Paul, Minneapolis, Duluth, and Fergus Falls, 1930-1992. These records supplement previously accessioned District of Minnesota naturalization records. For information, contact NARA-GLR at [chicago.archives@nara.gov](mailto:chicago.archives@nara.gov) or 773-948-9001.

— Donald W. Jackanicz

**Meeting Minutes for  
Fall Meeting  
Tuesday  
October 30, 2007  
1:00 – 4:45 P.M.**

**Elmer L. Andersen  
Library, University of  
Minnesota**

*(For complete coverage of the meeting go to <http://www.tcartmn.org/>.)*

**President's Updates**

Presented by Erik Moore —

Update on Incorporation/Nonprofit:

- At last year's fall meeting, we discussed the benefits of formalizing TCART as an organization in order to provide structure and permanence to an otherwise loosely knit organization with undocumented procedures and to minimize the risk of liability any one member or host institution might face. A small committee of the four officers and one general member (Ellen Holt-Werle) formed to plan the incorporation strategy and formulate the necessary documents including an updated mission statement, bylaws, and articles of incorporation.
- At the spring meeting, membership reviewed and voted on an updated mission statement and formally adopted the articles of incorporation and bylaws for TCART.
- The articles were filed with the Minnesota Secretary of State and TCART was officially incorporated as a non-profit organization on June 22, 2007.
- After incorporation, TCART applied and received an EIN for banking purposes in order to lessen liability on the treasurer.
- This completes the necessary steps for TCART to become incorporated. Thank you to all who served on the committee and to members for their encouragement and speedy assistance reviewing and adopting these governing documents.

Professional Development Award:

- Applications are due February 1, 2008, for TCART's Professional Development Award. This \$250 award is meant to assist the recipient to attend an archives-related regional or national conference, symposium, or other educational program or workshop. Details regarding the application will be emailed to current TCART members and will also be posted to our Web site. Please check for details.

**Secretary's Report**

Presented by Andrea Spence Pudas —

- TCART up to 54 members.
- Directory is being finalized. Copies will be mailed to members. We are still looking into how we can create a password protected directory on the TCART website.

**Treasurer's Report**

Presented by Candy Hart in Molly Tierney's absence —

- Ending balance of \$1988.63.

**Newsletter Editor Report**

Presented by Candy Hart —

- November 19 is deadline for submissions.

— Andrea Spence Pudas

**Professional  
Development Award**

The TCART Professional Development Award helps current TCART members to attend an archives-related regional or national conference, symposium, or educational workshop. The goal of the scholarship is to stimulate greater participation in professional activities and to provide continuing education opportunities. To be eligible for the award you must be a TCART member and must be working in an archives or information management field or be a graduate student in a related program. Applications will be evaluated based on a brief statement of intent and by information provided by a contact who can provide a reference for the individual.

February 1, 2008, is the application deadline for the \$250 award. To be considered for this award, please visit the TCART web site (<http://www.tcartmn.org/>) and select Professional Development Award to download an application. The recipient will be notified by March 15th.

— Erik Moore



Panel presentation at TCART's 25th anniversary symposium.

## Report by TCART's First Scholarship Recipient

Chicago 2007 was my first SAA annual meeting, thanks in part to TCART, and it was a great experience. I attended a thought-provoking preconference, co-sponsored by RLG, SAA, and the Newberry Library (where it was held), on rethinking digitization of special collections in the wake of so many mass book digitization projects (and growing public expectations/assumptions that if it's not on the web it doesn't exist). Established digitization practices, which have focused on quality, should perhaps be examined with an eye towards increasing quantity, which would provide access to more collections and better serve users.

The theme of increasing access to collections surfaced in other conference sessions as well. Greene-Meissner's More Product, Less Process was mentioned in quite a few sessions, and other discussions focused on additional ways to increase access to collections, whether through processing, reference, via metadata and OAI, or by rethinking and revising procedures and policies. Lorcan Dempsey's "getting into the flow" was another recurring theme related to getting more collections out to users. Copyright was also, not surprisingly, a frequent topic. Two sessions, one on physical ownership and copyright and the other on copyright legislation updates, were very interesting, as was a panel during the Preservation Section meeting on digital preservation (copyright, as well as metadata, etc.).

I attended the New Member/First Timer Breakfast, and also made use of the Navigator Program, which pairs first-time attendees with members who have attended SAA for years. I'd recommend both to those going for the first time because they were a fantastic way to meet people, especially since I attended the conference by myself (and of course free food is always nice). I met archivists from Purdue, Duke, and Wesleyan, among many others.

Overall, I really enjoyed the experience. I learned quite a bit and took away some great ideas. I am a reference librarian as well and have yet to attend the American Library Association's (ALA) conference, so this was a nice-sized introduction to annual conferences—without being too overwhelming, as I've heard ALA is. As a "lone arranger," SAA was definitely a great opportunity to meet people and continue to build a network of colleagues. And Chicago is one of my favorite cities, so it was wonderful to be back there (and eat some really good food, too!)

Thanks again to TCART for providing this great opportunity.

— Ellen Holt-Werle

## Call for Nominations: 2007 Waldo Gifford Leland Award

Have you read a great new book about archives? Have you come across an exceptional finding aid for a newly-processed archival or manuscript collection? Have you encountered a documentary publication that is head and shoulders above the rest?

If you have, why don't you consider nominating it for the Waldo Gifford Leland Award?

The Leland Award subcommittee of the SAA invites you to nominate a monograph, finding aid, or documentary publication published in North America in 2007 for the Waldo Gifford Leland Award. (Please note: periodicals are not eligible.) The prize is awarded each year to encourage and reward "writing of superior excellence and usefulness in the field of archival history, theory, and practice."

Established in 1959, the award honors American archival pioneer Waldo Gifford Leland, president of SAA in the

1940s and one of the driving forces behind the founding of the National Archives.

More information and nomination forms can be found at <http://www.archivists.org/recognition/index.asp>. The deadline for applications is February 28, 2008.

Please help us to recognize the best in our profession!

— Alison Stankrauff  
Society of American Archivists  
Leland Award Subcommittee Chair

## St. Kate's Newspaper Online

Past issues of the *Catherine Wheel*, St. Catherine's college newspaper, are now online! The URL is: <http://news.arcasearch.com/us/cw/?paper=>

(the three underscores at the end are part of the address). You can find it in several places, such as the News & Current Events databases page, <http://library.stkate.edu/connect/newspaper.html>.

Also of note, St. Catherine's archives has received from Rep. Betty McCullough, U.S. House of Representatives, Minnesota 4th District, the U.S. flag that flew over the United States capitol on Jan. 5, 2005, the hundredth anniversary of the opening of the college.

— S Margery Smith



## Midwest Archives Conference (MAC) President's Award

The President's Award (<http://www.midwestarchives.org/presidentsaward.asp>) was established in 1986 as a way to recognize significant contributions to the archival profession by individuals, institutions, and/or organizations not directly involved in archival work, but who are knowledgeable about its purpose and intrinsic value. The success of archival work often depends on these supporters making outstanding contributions to the archival profession through such areas as legislation, publicity, advocacy, and/or long-term fiscal support.

Previous winners of the award with Minnesota ties have included:

- 2002: Prof. Clarke Chambers, Social Welfare History Archives
- 1997: 3M Corporation
- 1992: Minnesota State Senator Allan H. Spear and Representative Steve Trimble
- 1989: Minnesota Future Resources Commission

If you are familiar with an individual, group, or corporation who you feel is deserving of this award, please consider nominating them. The nomination form can be found in the October 2007 MAC Newsletter [and on the back page of this newsletter].

If you have questions, please do not hesitate to contact me at (651) 962 - 5461 or via email at: [amkenne1@stthomas.edu](mailto:amkenne1@stthomas.edu).

The deadline for submission for consideration by the state committee is January 15, 2008.

— Ann M. Kenne  
Minnesota chair, MAC President's Award Committee

## Stephanie Horowitz Named CBI Assistant Archivist

The Charles Babbage Institute at the University of Minnesota's Elmer L. Andersen Library is delighted to welcome Stephanie Horowitz as the new CBI Assistant Archivist. Stephanie first came to the University of Minnesota from the library school program at the University of North Carolina-Chapel Hill as a fellow working on a project for the Association of Research Libraries. Stephanie began at CBI on Sept. 4 and brings with her a great deal of experience with collection processing and Encoded Archival Description (EAD). Stephanie's previous academic background includes a B.A. in history from the University of Maryland-College Park and an M.A. in public history from North Carolina State University. With Stephanie's hire the CBI Archives staff is now complete for the first time in more than a year and we look forward to the opportunities having a full staff will afford.

— R. Arvid Nelsen  
CBI Archivist

## Monica Ralston Appointed Archival Processing Manager at MHS

Monica Ralston has accepted the position of Archival Processing Manager in the Minnesota Historical Society's Collections Management Department. Monica, who has been ably serving in an acting capacity for many months, assumed official responsibility for the archival processing section on November 1, 2007. She will be responsible for directing the arrangement and description of the society's extensive manuscript collections and government records, as well as for those sound and visual and digital materials that are treated archivally.

Monica's archival and bibliographic knowledge, technical and tools expertise, supervisory ability, and breadth of vision made her the search committee's clear choice in a large field of applicants. From 1995 through September 2006, Monica worked as a processing archivist at MHS.

— Dennis Meissner

## Dakota County Government Exhibit on Display

Several years ago, Dakota County partnered with the Dakota County Historical Society (DCHS) to set up a permanent exhibit space within the main Government Administration Center building in Hastings. The exhibits are housed in a small log cabin-style building in the main lobby. DCHS uses the cabin for exhibits about county history.

The cabin, created by Robert Sidenberg and Caprice Glaser, is a piece of art in itself. An inlaid-wood mural on one side of the structure depicts images related to county history.

Recently, Rebecca Snyder of DCHS organized an exhibit about the history of county government. "The Changing Function of Dakota County's Administration" focuses on the history of the County Board, the original choice of county seat, and the change to a county-administrator style of organization in the 1960s. Future displays will detail the function of other county departments, such as the Sheriff's Office and the County Attorney's Office.

This exhibit space allows us to bring a little bit of county history into the modern center of county operations, for the benefit of our staff, citizens, and visitors.

— Sally Anderson, Dakota County

## How to Contact TCART Officers

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Web site: <http://www.tcartmn.org/>.

## Treasurer's Report, April 2007 — October 2007

*Treasurer Molly Tierney*

**Beginning Balance**      4/16/07      \$1622.98

### Income

Date	Description	Deposits
4/24/07	Membership	\$50.00
5/18/07	Membership	\$10.00
6/10/07	Membership	\$120.00
6/13/07	Membership	\$30.00
6/13/07	Member Donation – Advert.	\$15.00
7/2/07	Membership	\$70.00
7/21/07	Membership	\$70.00
7/30/07	Membership	\$20.00
8/13/07	Membership	\$30.00
9/8/07	Membership	\$30.00
9/28/07	Corp. Sponsorship - Fall 25 <sup>th</sup> Anniv. Mtg	\$250.00
9/28/07	Membership	\$30.00
10/26/07	Membership	\$80.00
10/26/07	Corp. Sponsorship - Fall 25 <sup>th</sup> Anniv. Mtg	\$50.00

### Expenses

Date	Description	Withdrawals
4/18/07	Newsletter/print cost	\$17.33
4/30/07	Spring mtg./presenter gift	\$40.00
6/2/07	Newsletter	\$29.99
6/12/07	State of MN – Article of Inc.	\$70.00
6/12/07	Web Domain/Host Fee	\$79.57
9/11/07	TCART – Cont. Ed. Award	\$250.00
9/28/07	Postage	\$2.46

### Summary

Beginning balance 4/16/07	\$1622.98
Deposits	\$855.00
Expenses	\$489.35
<b>Ending balance 10/30/07</b>	<b>\$1988.63</b>

### Ad Rates

Full page	\$15.00
Half page	\$10.00
Quarter page or less	\$ 5.00



The Dakota County/Dakota County Historical Society's shared exhibit space in the main Government Administration Center building in Hastings, Minnesota.

**MIDWEST ARCHIVES CONFERENCE****PRESIDENT'S AWARD  
2008 Nomination Form  
Deadline: January 15, 2008**

Name of Nominee \_\_\_\_\_

Present title \_\_\_\_\_

Institution affiliation \_\_\_\_\_

Business phone number (\_\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_

Name of person submitting the nomination \_\_\_\_\_

Daytime phone number (\_\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

The reasons for the nomination must be summarized in the space below. Note: If the nomination is successful, the following summary will be used as the basis for press releases and correspondence. Supporting documentation and information may be attached.

Candy Hart  
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