



Society of Florida Archivists

THE FLORIDA ARCHIVIST

ARCHIVES SPOTLIGHT



Tomaro Taylor
SFA President

DEAR SFA MEMBERS,

Author Carl Bard has been quoted as saying, "Though no one can go back and make a brand new start, anyone can start from now and make a brand new ending." So, as I approach the end of my second term as SFA President, I think about the many areas in which we, as an organization, didn't have to make a "brand new start" to reach successful—and sometimes unexpected endings.

Over the past few years, we have continued to build on SFA's strength as an organization by encouraging the spirit and initiative of our members, whose willingness, cooperation, dedication and support have helped the organization advance through times of growth and change. Together, we have made a few tweaks here, some small nudges there, and opened a wealth of opportunities for our organization as a whole and each other as individuals. We won't stop here, and we won't start over. Instead, we'll take a moment to pause, appreciate the work we have done, and continue moving forward. There is always more to do, and this is a good place from which to do it.

On December 16, 2013, the SFA Executive Board met briefly to discuss committee appointments (page 4), consider proposed changes to the SFA website, finalize implementation of PayPal, and select the winner of SFA's Mission Writing Contest. Yes, there's a connection between those four items that may not be readily apparent—our members. These actions and activities would not be possible without volunteers from SFA's diverse membership. Many thanks, and congratulations, to those who offered their time to serve in new and continuing appointments on SFA committees. And, our appreciation to those who volunteered their writing skills for the SFA Mission contest. Congratulations to the recipient of our SFA Mission Writing Grand Prize, Marissa Kings (page 4).

(President's Message cont. page 7)

NHPRC Funded Project to Process the Pan American World Airways Records in Full Swing

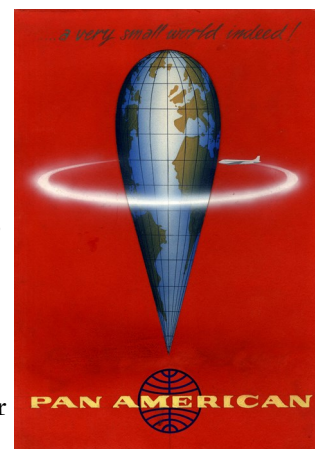
By Emily Gibson

As you may be aware, the University of Miami Special Collections was awarded a two-year NHPRC grant in 2013 to process the Pan American World Airways corporate records, a 1,600 linear foot collection. As we have just completed our first year, we wanted to take this opportunity to update you on our progress.

Researchers formerly accessed the collection via a container list consisting of folder headings and date spans. Due to the size of the collection (it contains over 27,000 folders), this list was difficult and time consuming to use. Our first task was to use the descriptive information contained in the container list to establish a processing plan that could process the records at the MPLP rate.

Because there were no clues to original order, we analyzed folder headings for thematic information in order to develop our processing plan. Common topics of interest and an index for a corporate history contracted by Pan Am were also taken into consideration when identifying series. The processing plan took the Pan Am processing archivist five months to complete, working full time.

Instead of searching 27,000 folders for relevant information, researchers may now limit their search to the following 18 series: Aircraft, Corporate and General, Disasters, Divisions and Affiliates, Flight and Route Information, History Projects, Labor Relations, Legislation and Regulation, Military Cooperation, Personnel, Properties *(Archives Spotlight cont. page 4)*



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www.florida-archivists.org/Officers-Committees.php

INSTITUTION NEWS

CARTOON EXHIBIT IN ORLANDO

The Orange County Regional History Center is exhibiting "The Art of Warner Bros. Cartoons," created by the Museum of Modern Art (New York, NY). The exhibit features over 160 drawings, paintings, animation cells, and related art objects produced by Warner Bros. from the 1930s through 1960s. The exhibit runs from January 25 to March 23, 2014. Please visit www.thehistorycenter.org for additional information.

NEW ACQUISITIONS IN MIAMI

Cuban Heritage Collection Acquires

Brothers to the Rescue Archive

Hermanos al Rescate, as the organization was known in Spanish, flew hundreds of missions and helped rescue thousands of men, women, and children from 1991 to 2003. But when the Coast Guard began returning all refugees intercepted at sea to Cuba and the fleeing migrants began relying on speedboats operated by smugglers to reach the U.S., fewer and fewer rafters were spotted at sea, forcing Brothers to the Rescue to halt its search-and-rescue missions.

The organization's history, however, lives on in a trove of archival materials recently donated to the University of Miami Libraries' Cuban Heritage Collection (CHC). Stored in more than 60 boxes, the records include documents, photographs, press clippings, flight recordings, logs of the pilots' missions, forms reporting rafter sightings, and leaflets dropped by aviators from their planes.

History of South Florida's Black Communities

Beatrice Skokan, manuscripts librarian at the UM Libraries Special Collections participates in a Special Collections initiative known as the Collaborative Archive of the

African Diaspora (CAAD). Formed in 2010, [CAAD](http://www.caad.org) is a searchable Web portal for manuscripts and other original cultural materials related to South Florida's historically black communi-



Among the original materials in the CAAD is this 1890s photo of a community gathering at Miami pioneer Ralph Munroe's Coconut Grove boathouse.

Read More:

<http://preview.tinyurl.com/lx6wowp>

CONFERENCE INFORMATION

The Society of Florida Archivists 2014 conference will be held

May 7-9 at [DoubleTree by Hilton Orlando Downtown](#)

(60 S. Ivanhoe Boulevard, Orlando, FL, 32804).

Nicknamed “The City Beautiful,” Orlando ranks among the most visited cities in America and is known for its vibrant economy and rich cultural attractions.

Conference Events

*Tuesday [Copyright Issues for Digital Archives](#). This course is offered by SAA. To register, you must visit [SAA's Registration Page](#). Registration cost is separate from SFA conference.

Wednesday Conference Reception (Rollins College, 5:30 – 7:30 pm)

Thursday Luncheon (Vegetarian option available)

Thursday Evening Conference Reception (Orange County Regional History Center)

Conference Sessions

Information forthcoming about conference sessions -Keep posted to the SFA website!

We invite you to share your knowledge, skills and experience:

The Society of Florida Archivists is accepting proposals for posters and presentations now through **February 3, 2014**. Please review our [submission guide](#) for information on how to submit a proposal.

Conference Registration Fees

- SFA Members: \$90
- SFA Members one day pass: \$55
- Non Members (includes one year membership): \$110
- Non Members on day pass (includes one year membership): \$75
- Student (proof of enrollment required): \$50



Registration deadline is April 15, 2014. Hotel Registration Fees:

- Single and Double Occupancy rooms: \$99/night plus applicable taxes

Parking: complimentary for SFA members staying in the hotel; \$9 for self-parking per day. These rates are guaranteed 3 days before and after the conference. **Cutoff date to get the special hotel registration rate is April 15, 2014.**

General Conference Registration

You may now complete your SFA conference registration online! All you need to do is complete the [registration form](#) and email it to [Garret Kremer-Wright](#). Then, using the PayPal button on our webpage, you may select your registration level and complete your transaction. It's quick and easy!

Sponsor Conference Registration

Becoming a sponsor at the SFA Conference grants access to the events, a table for merchandise, recognition in annual meetings as well as other possibilities. You may now complete your registration online. Complete the sponsor [registration form](#) and email it to [Garret Kremer-Wright](#). Then pay with PayPal.

SFA 2014 COMMITTEE ROSTER

Awards Committee

- Susan Swiatosz, Boynton Beach City Library
- John Nemmers, University of Florida
- Krystal Thomas, Florida State University

Judith Beale Scholarship Committee

- Erin Santana, The Jim Moran Foundation
- Angelina Altobellus, Rollins College
- Stephanie Antequino, Planet Hollywood
- Natalie Baur, University of Miami

Nominating Committee

- Laura Capell, University of Miami
- Amanda Gonzalez LeVasser,
City of Coral Gables
- Koichi Tasa, University of Miami
- Michael Zaidman, The Jim Moran Foundation

We are currently seeking 1-2 additional members for the [Audit Committee](#). Please contact Tomaro Taylor if interested.

The Membership Committee will comprise the current roster of committee members until the 2014 Annual Meeting. A new committee roster will be posted after the Annual Meeting.

(Archives Spotlight cont. from page 1)

and Facilities, Public Relations and Marketing, Technical Operations, National Airlines Records, Printed Material, Graphic Material, Audiovisual Material, and Photographs. Within these series are another 250 lower-level series.

One of our metadata librarians ran these devised series, with their corresponding native folder headings, through a topic modeling software. The software pulled topics, or groups of statistically related words (in this case 20), out of the folder headings for each series. Interestingly, the topics closely match our series headings, suggesting that the series logically reflect the data contained in their corresponding folder headings.

After completing the arrangement plan, the Pan Am Processing Team began work on physical arrangement; this is the phase we are in currently. Our team of six is made up predominantly of students from a variety of majors. Although none of us have backgrounds in aviation, the records cover such a wide range of topics that each of us has found something relevant to our lives or interests, which keeps us stimulated as we correct folder headings, record date spans and preservation problems, and identify noteworthy information.

The grant deadline is in August. We plan to finish physical arrangement by May, at which time we will begin series descriptions and finish cataloging printed material. Finally, we will upload the finished finding aid into Archon, catalog the finding aid, and update the collection's web presence. Our vision is a much more accessible collection with increased use. The smiles we've recently seen on returning Pan Am researchers' faces suggest we're headed in the right direction.

Please feel free to contact the Pan Am processing archivist, Emily Gibson, e.gibson@miami.edu, for more information.

SFA MISSION WRITING CONTEST

Congratulations to Marissa Kings, winner of the SFA Mission Writing Contest!

Winning Entry: "The Society of Florida Archivists seeks to connect, educate, and empower archivists and those working with historical records to preserve and promote Florida's documentary heritage."

All entries were reviewed and voted on by the SFA Executive Board during the December 19, 2013 board meeting. As the contest winner, Marissa receives complimentary membership to SFA for the 2014 membership year. Her entry will be featured on the SFA website in the coming months.

SCHOLARSHIP, FELLOWSHIP AND AWARD OPPORTUNITIES

IN SEARCH OF EXCELLENCE

Do you know of an individual or organization that has made an outstanding contribution to the archives profession? Or promoted greater public awareness of archives? Have you published a groundbreaking book, written an outstanding article, or developed an innovative finding aid? Do you need financial assistance to attend graduate school or a professional conference? SAA offers a variety of opportunities for professional recognition and financial assistance through the naming of Fellows, an awards competition, and scholarships. Click [here](#) to nominate a deserving colleague—or yourself! **The deadline for nominations/applications is February 28.**

CORNELL'S HOME ECONOMICS FELLOWSHIP

The College of Human Ecology at Cornell University is accepting applications for the 2014 Dean's Fellowship in the History of Home Economics. One award of \$6,000 is available for a summer or sabbatical residency of six continuous weeks to use the resources available from the college and the Cornell University Library system in pursuit of scholarly research in the history of home economics and its impact on American society. Click [here](#) for more information. **Application deadline: March 4, 2014.**

HAROLD T. PINKETT MINORITY STUDENT AWARD

The Pinkett Award was established in 1993 and recognizes and acknowledges minority graduate students, such as those of African, Asian, Latino or Native American descent, who, through scholastic and personal achievement, manifest an interest in becoming professional archivists and active members of the Society of American Archivists.

The recipients of the award will receive full complimentary registration to the SAA Annual Meeting and related expenses for hotel and travel for attending the Joint Annual Meeting of CoSA, NAGARA, and SAA in Washington, D.C. in August 2014.

In addition, each recipient receives a complimentary one-year membership in SAA. **The deadline to apply is February 28, 2014.** <http://www2.archivists.org/governance/handbook/section12-pinkett>

REFORMA DE FLORIDA SCHOLARSHIP

The \$1,000 REFORMA de Florida Scholarship Award is sponsored by Levenger, purveyor of tools for serious readers. The REFORMA de Florida Scholarship is awarded to a REFORMA de Florida Member, in good standing and affiliated with the RdeFL Chapter, who has been admitted and is currently enrolled in one of the two American Library Association accredited graduate programs in Library and Information Science at Florida State University School of Library and Information Science or at the University of South Florida School Of Information. In addition to this scholarship, REFORMA de Florida strongly encourages candidates to apply for the Rose Trevino Memorial Scholarship for those pursuing a degree in children and young adult librarianship.

Application must be postmarked no later than midnight, March 15th, 2014. Applications submitted after this date will not be considered. Incomplete applications will not be considered.

If you are not a current member of REFORMA de Florida, please visit www.reforma.org to join or renew. Please make sure that you affiliate with REFORMA de Florida as your Chapter.

CONTRIBUTE TO THE NEW SOCIETY OF FLORIDA ARCHIVISTS BLOG

The Society of Florida Archivists is committed to the identification, preservation, and use of records of historical value and to the dissemination of information about such records.

The SFA Blog actively seeks submissions from professionals within the Florida archival community. Article submissions can include topics ranging from practical preservation guidelines to reflections on the nature of our professions and the impact we have on our communities. Book reviews, exhibit previews, and repository/collection news are also welcome.

If you are interested in writing an article for the SFA Blog, please review the guidelines found on the submissions page under "Get Involved."

<http://floridaarchivists.wordpress.com/>

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Communiqué

Call for 2014 Student Paper and Poster Presentations

The 2014 Student Program Subcommittee is accepting proposals for two special sessions—a paper session and a poster session—dedicated to student scholarship during the Joint Annual Meeting of CoSA, NAGARA, and SAA in Washington, DC, August 10–16, 2014. Work from both master's and doctoral students will be considered. **Proposals are due February 3, 2013.** Read more and submit your proposal [here](#).

“Holding Music History In Your Hands: Why Archives Matter”

NPR [investigates](#) the question “What are lost sounds worth?” To find the answer, journalist Ann Powers spoke to George Washington University professor Gayle Wald, who noted, “Archives are not just places people go for information; they can and do change our approach to, and determine the questions we ask of, music, the music industry, and musical scenes.”

White House Releases Intelligence and Communications Technologies Report

The President's Review Group on Intelligence and Communications Technologies submitted “Liberty and Security in a Changing World” on December 12, with this preface: “Consistent with your memorandum of August 27, 2013, our recommendations are designed to protect our national security and advance our foreign policy while also respecting our longstanding commitment to privacy and civil liberties, recognizing our need to maintain the public trust (including the trust of our friends and allies abroad), and reducing the risk of unauthorized disclosures.” Read the report [here](#).

NYU Libraries Debuts New Guide and Template

Digitizing Video for Long-Term Preservation: An RFP Guide and Template, published by the New York University (NYU) Libraries and funded by The Andrew W. Mellon Foundation, takes an institution through the process of drafting a request for proposals for transfer of analog video—especially VHS—to digital carriers for preservation. A PDF of the publication is available [here](#).

(President's message cont. from page 1)

Have you submitted a proposal for the 2014 Annual Meeting? The Committee will receive proposals through February 3. Send presentation, paper and poster session proposals to [Committee Chair, Wenxian Zhang](#). I am sure the Committee joins me in saying that your project (yes, yours!) would make a valuable contribution to the conference. We look forward to learning more about the exciting and innovative things happening in our state and the archives profession. The Annual Meeting will be held May 7-9 in Orlando. We'll see you there!

EDITOR WANTED

Newsletter editor Janet DeVries is relinquishing her position as editor of *The Florida Archivist* so she can devote more time to her program of study at Florida State University's School of Information. Anyone interested in serving as the new newsletter editor should contact President Tomaro Taylor at tomaro@usf.edu or 813.974.5750.

NEW POSITION

Congratulations to SFA secretary Gail Donovan who has accepted a new position as Archivist and Special Collections Librarian at Mote Marine Laboratory, which will begin in mid-February. Gail's visiting position at New College of Florida ends on January 31st. In the interim, Gail may be reached at donovan.gail@gmail.com.

ANNUAL MEETING PRESENTATION SCHEDULE FORTHCOMING

Thank you for all the wonderful submissions! The Annual Meeting Committee is busy reviewing all presentation proposals for SFA 2014. We expect to make final decisions and notifications in late February. This year's conference will be an exciting gathering for sharing knowledge, wisdom, experience and friendship among members. As space is limited, we encourage everyone to register in advance, and you may also consider participating in SAA's pre-conference workshop on Copyrights for Digital Archives scheduled on May 6, 2014. For additional information, please visit SFA home page at: <http://www.florida-archivists.org/2014-Annual-Meeting.php>.

*Society of Florida Archivists
P.O. Box 2746
Lakeland, FL 33806-2746*

SFA is an organization of individuals and institutions who share a concern for the identification, preservation, and use of records of historical value. It is dedicated to the dissemination of information about such records and about sound archival methodology.



Find us! Friend us! Join our Network!

Mail to:

**Society of Florida Archivists
P.O. Box 2746
Lakeland, FL 33806-2746**

Renew Today



We invite you to join the Society of Florida Archivists. Don't miss the continuing education opportunities offered by SFA each year, information about what's happening in archives in Florida in our newsletter, and the chance to mix with other archivists at the SFA Annual Meeting.

Specific benefits of Individual Membership are:

- ♦ Reduced registration fees for all of the Society's events.
- ♦ Subscription to *The Florida Archivist*.
- ♦ Full voting privileges in elections and at the annual business meeting.
- ♦ Eligibility for leadership positions in the Society.
- ♦ Discount on selected archival publications.

Membership in the **Society of Florida Archivists** helps all of us keep in touch with important archival developments and make a valuable contribution to the profession within the State. We hope you will become a part of this effort!

Questions? Contact Mary Flekke mflekke@tampabay.rr.com.

SFA MEMBERSHIP APPLICATION

- ☐ \$20 INDIVIDUAL
☐ \$50 INSTITUTION
☐ \$___ JUDITH BEALE SCHOLARSHIP FUND DONATION
☐ \$___ ADD'L. CONTRIBUTION TO SFA

PLEASE MAKE CHECK PAYABLE TO: SOCIETY OF FLORIDA ARCHIVISTS

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If student, indicate school name