

NEW YORK ARCHIVES CONFERENCE 2009

Annual Conference Program, June 3-5, 2009 LeMoyne College, Syracuse, NY

This conference is underwritten with support from Gaylord Bros and Hudson Microimaging. Central New York Library Network has provided funds for additional scholarships for the conference.

Wednesday, June 3, 2009: Workshops: (there will be mid-morning and mid-afternoon breaks)

Registration & Continental Breakfast: 8:30 - 9:00

Workshop 1: 9:00 - 11:45 “Grant Writing Workshop” (half day)

Facilitator: Ann Marie Przybyla, Manager, Records Service Development, New York State Archives

Workshop presenters: Jane Subramanian, Coordinator of Archives & Special Collections, SUNY Potsdam, Kathleen DeLaney, Archivist, Canisius College, Chana Kotzin, Community Archives Project Coordinator, Jewish Buffalo Archives Project

Workshop Description: Writing a successful grant application has always been challenging. But as more and more institutions turn to “getting a grant” to help them through financial uncertainty, writing a grant that follows specific guidelines of benefactors or organizations can be even more challenging. This workshop is designed for those new to grant writing, and for those who need reminding how to write a successful grant application.

The workshop will be led by Ann Marie Przybyla. She will be joined by a panel of three archivists who will offer tips from viewpoints of an experienced grant reviewer and grant applicants. They will include some of the common errors made when applying for a grant; selecting a project for grant application, writing the proposal, being awarded and expending grants; and, partnering in a grant proposal and its implications.

There will be a morning break, lunch is on your own. College dining and a list of restaurants close by will be provided.

Registration for Workshop 2: 1:00 – 1:30

Workshop 2: 1:30 – 5:00 “Relatively Speaking: Genealogy for Archivists and Historians” (half day)

Chair: Gertrude B. Hutchinson, Archivist, Bellevue Alumnae Center for Nursing History, Foundation of New York State Nurses

Workshop Presenter: Larry Naukam, Director of Historical Services, Rochester Public Library

There are numerous sources for genealogical information, and archivists and historians have many of them in their collections already. But what is a family searcher seeking? How can you meet their needs, without becoming overcommitted in someone's personal research?

Learn about kinds of genealogically useful records, where some of them are, and how to package them. Examples will be described and shown.

There will be Wi-Fi available in the room, so bring your own laptop if you would like.

There will be a mid-afternoon break, lunch is on your own. College dining and a list of restaurants close by will be provided.

Thursday, June 4, 2009

8:00-8:45 Registration

8:00-8:30 Continental Breakfast

8:30-8:40 Welcome

Kathleen DeLaney, NYAC Co-chair, Archivist, Canisius College
Robert Johnston, Director, Noreen Reale Falcone Library, LeMoyne College

8:40 - 9:15 Plenary Session

Speaker: Maria Holden, Chief, Archival Services, New York State Archives

“Loss and Recovery: Enduring Insider Theft at the New York State Archives”

9:15-10:00 NYAC Members Annual Meeting

10:00 – 10:15 Break

10:15 – 11:45 Concurrent Sessions

Session 1: “Building, Remodeling or Retrofitting Your Archives”

Moderator: Karen Walton Morse, Processing Archivist, University at Buffalo

Jane M. Subramanian, College Archivist, SUNY Potsdam, "It Wasn't Supposed to Happen This Way: Expecting the Unexpected During Archives Renovations & Coping"

Brian Keough, Head, M.E. Grenander Department of Special Collections & Archives, University at Albany, SUNY, "Making Sure Your New Space Lives Up to Specs: the Long & Winding Road"

Peter D. Verheyen, Head of Preservation and Conservation, Syracuse University, "Special Formats, Innovative Preservation Storage Solutions"

Session 2: “Everyday – Ethics (or What Do I Do Now?): A Roundtable Discussion”

Moderator: Dan DiLandro, College Archivist and Special Collections Librarian, Buffalo State College

Geoffrey P. Williams, University Archivist and Campus Records Officer, University at Albany, SUNY, "Conducting Research in Your Own Collections and Other Reference Dilemmas"

Kathleen Roe, Director of Operations, New York State Archives, "Yours, Mine and Ours: Should archivists collect or sell historical materials?"

Gertrude B. Hutchinson, Archivist, Bellevue Alumnae Center for Nursing History, Foundation of New York State Nurses, "Ethics and the Solo Practitioner"

Patrizia Sione, Reference Archivist, Kheel Center, Cornell University, "Balancing Ethical Concerns and Provision of Reference Services—Examples for Discussion"

11:45-2:00 Lunch: Free time to sample local restaurants (a list of local restaurants will be provided)

2:00 – 3:30 Concurrent Sessions

Session 3: “Can We Afford Not to Act? – Strategies for Collection Security in Hard Times”

Moderator: Gertrude B. Hutchinson, Archivist, Bellevue Alumnae Center for Nursing History, Foundation of New York State Nurses

Richard Strassberg, Archival Security Consultant, Cornell Library (retired), "Archival Security in Times of Economic Decline"

Maria Holden, Chief, Archival Services, New York State Archives, “Low-Cost, High-Value Security Improvements at the New York State Archives”

Session 4: “Copyright and Archives in the 21st Century: An Introduction to Law, Issues, and Policy”

Moderator: Barbara Morley, Media Curator, Kheel Center, Cornell University

Kevin Matthew Dames, Copyright & Information Policy Adviser, Bird Library, Syracuse University Library

3:30-3:45 Break

3:45 – 5:15 Concurrent Sessions

Session 5: “Making Cents: Collaborating Effectively With Your Development Office”

Moderator: Susan M. Hughes, Regional Archivist, Central New York Library Resources Council

Jim Broschart, Regional Director, Office of Regional Development, Syracuse University, “Necessary Collaboration: Merging the Skills and Instincts of the Archivist With Those of the Fundraiser”

Flora Nyland, Archivist, SUNY College of Environmental Science and Forestry, “What is it About the Bowls? Accepting Donations With Strings Attached”

Kevin Marken, Development Director, Stanley Center for the Arts, “Fundraising for Archives and Historical Projects: A Team Effort”

Session 6: “The Challenge of the New: Archivists and Non-Traditional Records”

Moderator: Mark Wolfe, Curator of Digital Collections, University at Albany, SUNY

Bonnie Weddle, Manager, Electronic Records Services, New York State Archives, “Sorting It All Out: Processing and Describing the Electronic Records of a Scandal”

Michael Martin, Electronic Records Archivist, New York State Archives, “Crawling Late at Night: Capturing New York State Agency Websites”

Ann Marie Przybyla, Manager, Records Service Development, New York State Archives, “Managing Email at the Front End”

Reception: 6:00 – 8:00 Noreen Reale Falcone Library, LeMoyne College.

Please join us for light hors d’oeuvres and beverages. The cost of the reception is included in registration. A tour of the LeMoyne College Archives also is on tap.

Friday, June 5, 2009

8:00-8:45 Registration & Continental Breakfast

8:45 – 10:15 Concurrent Sessions

Session 7: “Beyond the Past: Strategic Planning for Archives”

Geof Huth, Director, Government Records Services, New York State Archives

Session 8: “Exploring the Possibilities of Web 2.0 for Cultural Heritage Websites”

Moderator: Mark Wolfe, Curator of Digital Collections, University at Albany, SUNY

Greg Bobish, User Education, University at Albany, SUNY, “Web 2.0 and Library 2.0 – A Brief Overview”

Nancy Cannon, Reference Services Librarian, SUNY College at Oneonta, “Google Maps and Archival Content, Part I: A Look at the Possibilities”

Kay Benjamin, Reference & Instruction Librarian & Government Documents & Web Coordinator, SUNY College at Oneonta, “Google Maps and Archival Content, Part II: A Demonstration of How to Build a Google Map”

10:30 – 12:00 Concurrent Sessions

Session 9: “Digitizing Audio and Visual Materials”

Moderator: Michael Martin, Electronic Records Archivist, New York State Archives

Monica Gray, Archivist and Records Management Specialist II, Collection Management Unit, New York State Archives, “Digitizing audio-visual records at New York State Archives”

Andrea Buchner, Director of the Gruss Lipper Digital Laboratory, Center for Jewish History, “Digitizing audio cassettes and reel-to-reel tapes: a report on a METRO funded pilot project”

Melinda Dermody, Head, Arts & Humanities Services, Syracuse University, “Digitizing Archival Audio Recordings: Belfer Cylinders Digital Connection”

Session 10: “Making Connections? Reaching Across the Educational Divide?”

Moderator: Brenda Parnes, Regional Advisory Officer, Region 1, New York State Archives

Susan Owens, Retired Teacher, East Greenbush Schools, presently consultant, GROW Educational Consultants, “La Escuela Electronica/The Electronic Schoolhouse: Meeting State Curriculum Standards”

Brenda Parnes, Regional Advisory Officer, Region 1, New York State Archives, "From 'La Escuela' to State and National Issues: Meeting State Curriculum Standards"

12:15-1:45 Lunch: *Advanced lunch reservations are required!*

Speaker: Edward L. Galvin, Director, Archives and Records Management, Syracuse University

“When Hollywood Comes Knocking: Supporting the Filming of *The Express*”

The Syracuse University Archives spent 18 months supporting the production of the film "The Express" starring Dennis Quaid and Rob Brown, from pre-filming research to the post-production DVD. Archivist Ed Galvin will share stories and images from what turned out to be a great archival adventure.

Tours 2:00-4:00

Tour 1: Matilda Joslyn Gage Home (free)

Take a rare opportunity to see a historical home in the middle of its transformation into a museum. The 19th century home of human rights activist Matilda Joslyn Gage is currently being renovated and preserved to tell the story of this remarkable woman and her work. As a leader of the National Woman Suffrage Association, she met often with Susan B. Anthony and Elizabeth Cady Stanton in this home and many of the major documents of the suffrage movement were written here. This 1850's Greek Revival is also listed on the state and national Underground Railroad trails, and tells the story of antislavery work in Central New York. Matilda Joslyn Gage was adopted into the Wolf Clan of the Mohawk Nation and wrote admiringly about gender equality in Haudenosaunee (Iroquois) culture. Near the end of her life, Gage left the suffrage movement to focus on Freethought and



maintaining the wall of separation between church and state in America. Her son-in-law, L. Frank Baum, was inspired by her vision to create a feminist utopia in his 1900 book, *The Wonderful Wizard of Oz*, one of the most-loved stories of all time. The Gage Home parlor was host to Baum's wedding to Gage's daughter Maud, and remains the only house open to the public where Baum spent a great deal of time. His photographs of the parlor and the exterior of the home are guiding the restoration of this important site.



Directions and parking information will be provided. You can learn more about

the Matilda Joslyn Gage House at their website: www.matildajoslyngage.org.

Tour 2: Syracuse University Special Collections, University Archives, and Belfer Audio Archive (free)



Combined tours will be offered; attendees will be divided into groups upon arrival at S.U.

The Special Collections Research Center maintains and provides access to distinguished collections of rare books, manuscripts, and other archival materials. Syracuse University students, faculty, staff, and other scholars have available to them more than 100,000 printed works and 2000 archival collections, including important editions, manuscripts, documents, letters, diaries, drawings, photographs, and memorabilia. The SCRC began as a part of the university's fledgling library after the founding of the school in 1870. The collection now includes a wide array of historic and literary classics indispensable to the university's varied

curriculum, as well as many distinguished special collections unique to Syracuse University. These special collections make the SCRC an indispensable resource for researchers interested in a variety of topics such as the creative expression of Radicalism across a variety of topics, Beat literature and post-Beat influence on modern literature, 19th and 20th century authors, New York State history and religious communities, and many others. For additional information, see their website at:

<http://library.syr.edu/information/spcollections/index.html>

The University Archives is an information center for faculty, students, and other researchers interested in the history of Syracuse University. It is currently celebrating its 50th anniversary year. Along with preserving the official records of the University, other collections include the records and papers of the Genesee Wesleyan Seminary, architect Archimedes Russell, and early feminist Belva Lockwood. In 1990, Syracuse University Archives established the Pan Am Flight 103 Archives to bring together materials documenting the terrorist bombing of Pan American Flight 103 over Lockerbie, Scotland in 1988, which resulted in the death of 270 people, 35 of whom were SU students. More information can be viewed at: <http://archives.syr.edu/>

Belfer Audio Archive: Founded in 1963 with a collection of 150,000 recordings held off-campus under the leadership of Walter L. Welch, the Library's archive of sound recordings and related items has grown to over 340,000 items housed in a specially designed, climate-controlled facility on campus. Currently it is the fourth largest sound archive in the country and includes formats from the earliest experimental recordings on tinfoil to modern digital media. The Belfer Archive also has equipment capable of playing back all of these formats, and performs preservation, digitization, and delicate restoration work on deteriorating recordings. Contents of the recordings span a wide range of musical genres as well as non-musical events. Music represented includes classical, jazz, popular, marches and patriotic, novelty, folk, country, rock, ethnic, and



experimental genres. Some of the voices captured in our non-musical recordings include those of Thomas Edison, Amelia Earhart, Albert Einstein, Margaret Bourke-White, Norman Corwin, Long John Nebel, Richard Neutra, Miklós Rózsa, Albert Schweitzer, Benjamin Spock, Mike Wallace, and Franz Waxman. Opened in 1982 as the first building in the world constructed specifically to preserve an audio collection, the Belfer Audio Laboratory and Archive is two facilities in one. The archive includes the collections, a classroom, and the reference room. The Laboratory comprises a recording studio with two control rooms, one of which is used exclusively for sound preservation work. For additional information, see <http://library.syr.edu/information/belfer/>

Directions and parking information for this tour will be provided.

On Your Own:



Erie Canal Museum

The Erie Canal Museum, founded in 1962, is housed in the 1850 Weighlock Building, where canal boats were weighed during the days when they traveled through the center of Syracuse on the Erie Canal. A gallery full of participatory exhibits gives visitors a look at canal life and promotes hands-on-learning. The Museum has three special exhibits each year that draw on its nationally renowned artifact collection and historical research. When the Erie Canal Museum opened its doors on October 25, 1962, it celebrated and preserved the life of the last remaining

Weighlock Building in America. This Greek revival building stands as a monument to the importance of the Erie Canal to the history of the United States.

Exhibits include a full size replica of an Erie Canal line boat complete with crews quarters, cargo and passenger areas. The Weighmaster's Office contains an authentic mid-1800's desk where a weighmaster calculated the tolls that a boat captain paid. Upstairs, visit a mid-1800's Canalside tavern where Erie Canal travelers would stop for food, drink and gossip. At one time, 32 different beers were brewed in Syracuse, making the city the brewery capital of New York. Visitors will also see a multitude of items that were sold in a recreated 1800's dry goods store. Included is a post office area with postcards from the early 1900s, a nineteenth century theater stage, and an interactive display highlighting stone from Central New York used to build the Canal's locks and aqueducts.

The museum is located 3.5 miles from LeMoyne College on Erie Boulevard East. Visit their website at www.eriecanalmuseum.org.

The Salt Museum, Onondaga Lake Park, Liverpool

Discover the industry that created the City of Syracuse and supplied the entire nation with salt. Explore the site of an original boiling block where brine (salt water) was turned into what was then considered one of the country's most precious commodities. See the actual kettles, wooden barrels and other equipment that were used in this fascinating process which came to an end in the 1920's. The museum, located on the shore of Onondaga



Lake, is full of dynamic exhibits and artifacts. Constructed from timbers taken from actual salt warehouses, it provides an old time rustic experience during your visit. Museum hours are 1:00-6:00 PM. For further information, see their website at <http://onondagacountyparks.com/olp/salt-museum>.

NYAC Board Members and Officers

Virginia Bolen, Librarian, Clifton Park/Halfmoon Public Library
Bridget K. Bower (Treasurer), College Archivist, Ithaca College
Karen Cannell, Head of Special Collections and Archives, SUNY/FIT
Kathleen DeLaney (Co-Chair), Archivist, Canisius College
Daniel Di Landro, Archivist, Buffalo State College
Edward L. Galvin, Director Archives and Records Management, Syracuse University
Gertrude Hutchinson, Archivist, Bellevue Alumnae Center for Nursing History, Foundation of New York State Nurses
Debra Kimok, Special Collections Librarian, SUNY Plattsburgh
Michael Martin, Electronic Records Archivist, New York State Archives and Records Administration
Barbara Morley (Secretary), Media Curator, Kheel Center, Cornell University
Brenda Parnes, Regional Advisory Officer, Region 1-New York City (Bronx, Kings, New York, Queens, Richmond Counties), New York State Archives
Ronald D. Patkus, Associate Director of the Library for Special Collections, Vassar College
Ann Marie Przybyla, Manager, Records Service Development, New York State Archives
Jane M. Subramanian (Co-Chair), Librarian/College Archivist, SUNY Potsdam
David White, Archivist, New York State Philosophical Association & Associate Professor of Philosophy, St. John Fisher College
Geoffrey P. Williams, University Archivist/Campus Records Officer, University at Albany, SUNY
Mark Wolfe (Webmaster), Curator of Digital Collections, University at Albany, SUNY

Scholarships:

The New York Archives Conference and the Central New York Regional Library Council will together offer nine \$100 competitive scholarships in order to enable more archives students, archivists, librarians, and others with archives or records management responsibilities to attend the meeting. Funds may go toward travel, lodging, meals, workshops, and conference registration. Each recipient is required to attend both meeting days (June 4 and 5). Preference in scholarship awards will be given to applicants who are:

-First time conference attendees

AND

-Permanent residents of New York

OR

-Paid or volunteer employees working in a New York archival collection or records management position

OR

-Students enrolled in an archives administration or records management educational program in New York

All application materials must be received by 5 p.m., April 24th in order to be considered. Notification of awards will be made by May 8th. The conference program and scholarship application form can be found at <http://www.nyarchivists.org/>. Questions and application materials may be directed to Brenda Parnes at bparnes@mail.nysed.gov.

Registration:

Registration is in the Campus Center on each day of the conference.

Lodging:

On-campus lodging will be available in Dablon Hall (dorm), which is next to the Student Center, where the main conference activities will be held. It is a very short walk with easy sidewalk access and is secured with card swipe entry.

Rooms will be located on 2 floors – one floor for males and one floor for females. There are 25 rooms on each floor; all area doubles (standard college issue beds). All sheets/pillowcases/light blanket will be supplied. Bring your own towels and a fan if you wish (no air conditioning). There are two shared bathrooms on each floor which include showers. All rooms and bathrooms have good access for all and both elevator and stairs provide access to each floor.

General space is also available to attendees, including lounges on each floor, and a "Cove" in the basement. Foosball, small stage, video games, dance floor, etc. are available. The first floor lobby has a large lounge with sofas and comfy chairs, a fire place, and lots of high tables with bar stools.

Wi-Fi is available only in the Library and the Student Center.

Parking is directly behind the dorm, or in visitor's lots. Parking for the conference housing is not a problem – No registration of cars or parking permits will be required.

Cost: Single or double is \$20 per night

Check-in for on-campus housing will be available on Tuesday 5 – 7 p.m. and Wednesday 5 – 7 p.m. in the lobby of Dablon Hall. Late arrivals please indicate your expected arrival time. A cell phone number will be provided for you to contact a conference registrar.

Syracuse also has a number of motels available at varying cost for those who wish that option.

Luncheon Banquet:

The Friday Lunch will be served in the main dining area of the Campus Center. Advanced reservations are required. There will be a vegetarian option. The cost of the lunch is \$18.00 and includes dessert and beverages.

Other Meals:

Lunch and dinner on Wednesday and Thursday are on your own in college dining facilities or area restaurants in Syracuse.

Conference Fees:

Half day workshops are each \$15.00. The cost of conference registration is \$50.00 per person for the full conference and \$30.00 for one day attendance. The NYAC membership fee is in addition to the conference fee and is required of all attendees. If you wish to join NYAC or remain a member without attending the conference, please send the registration form and a check for \$5 made out to New York Archives Conference to Bridget Bower, College Archivist, Ithaca College Archives and Special Collections, Ithaca College Library, 1201 Gannett Center, Ithaca, NY 14450.

Questions:

If you have any questions, please contact the NYAC co-chair: Kathleen DeLaney, Archivist, Canisius College

Tel: (716) 888-2916 **Email:** delaneyk@canisius.edu

Directions:

Le Moyne is located in Syracuse, at the heart of New York State, within easy driving distance of Boston, Cleveland, New York City, Toronto, Ottawa, Philadelphia, and Washington, D.C.

Since most attendees will be arriving by car, those directions are given below:

[Note: no parking permits or parking registration will be necessary]

BY CAR:

From Interstate 81: Take Interstate 81 to 690 East. From 690 East, take Exit 16S to Thompson Road South. Follow Thompson Road South about one-half mile to Springfield Road. Turn right onto Springfield Road. Proceed to the stop sign and bear left, remaining on Springfield Road. Continue to the traffic light and take a left onto Salt Springs Road. Follow Salt Springs Road to the College Visitors entrance on the left side of the road. Conference parking (Lot C or D) is located behind the Student Center or Dablon Hall.

From the New York State Thruway (westbound): From the Thruway, take Exit 34A. Follow 481 South to 690 West. Take Exit 16S to Thompson Road South. Follow Thompson Road South about one-half mile to Springfield Road. Turn right onto Springfield Road. Proceed to the stop sign and bear left, remaining on Springfield Road. Continue to the traffic light and take a left onto Salt Springs Road. Follow Salt Springs Road to the College Visitors entrance on the left side of the road. Conference parking (Lot C or D) is located behind the Student Center or Dablon Hall.

From the New York State Thruway (eastbound): From the Thruway, take Exit 39. Follow Route 690 East. Take Exit 16S to Thompson Road South. Follow Thompson Road South about one-half mile to Springfield Road. Turn right onto Springfield Road. Proceed to the stop sign and bear left, remaining on Springfield Road. Continue to the traffic light and take a left onto Salt Springs Road. Follow Salt Springs Road to the College Visitors entrance on the left side of the road. Conference parking (Lot C or D) is located behind the Student Center or Dablon Hall.

Bus or Train

Syracuse's Regional Transportation Center is home to train & bus services provided by Amtrak, Greyhound and Trailways. The RTC is accessible by Centro bus 7 days a week from locations in Onondaga, Cayuga and Oswego counties.

Flying

The Syracuse Hancock International Airport, only 20 minutes from campus, has direct and connecting flights to most major U.S. cities. Major airlines servicing the airport include Jet Blue, Delta, United, American, US Airways and Continental.

Campus Map:

A map of the campus can be found at the following web address:

<http://www.lemoyne.edu/VISITLEMOYNE/CAMPUSMAP/tabid/670/Default.aspx>

New York Archives Conference 2009 Registration Form
LeMoyne College, Syracuse, NY, Wednesday-Friday, June 3-5, 2009

The conference is underwritten with support from Gaylord Bros and Hudson Microimaging. Central New York Library Network has provided funds for additional scholarships for the conference.

Registration Deadline of receipt: Wednesday May 13, 2009

Name (please print) _____

Institution _____

Mailing Address _____

Email Address _____

City _____ State _____ Zip Code _____

Telephone _____ Name for badge: _____

Wednesday Workshops: (*Workshop registration is on a first pay first serve basis. Workshop-only attendees do not have to pay the conference registration fee but they do have to pay the \$5.00 membership fee.*)

Workshop 1: "Grant Writing Workshop" (*half day*) \$15.00 _____

Workshop 2: "Relatively Speaking: Genealogy for Archivists and Historians"
(*half day*) \$15.00 _____

Full Conference Registration \$50.00 _____

One Day Registration \$30.00 _____

Thursday Evening Reception (*free, please check if you plan to attend*) _____

Friday Luncheon: Luncheon Buffet \$18.00 _____

Note: the buffet will include a vegetarian option

Friday Tours (*choose one*):

Matilda Joslyn Gage Home (free) _____

Syracuse University Special Collections, University Archives, and Belfer _____

Audio Archive (free) _____

On-campus Lodging: Arrival Date: _____ **Housing total** _____

*For late arrivals only, arrival time _____

Departure Date: _____

Number of nights _____

Double room_____ Single room_____

If requesting a double room, name of preferred roommate_____

Cost: Single or double is \$20

NYAC Membership Fee (*This fee is required of all attendees!*) \$5.00 _____
Late Fee (after May 13th)* ** \$15.00 _____

*****Note: on-campus housing booking will not be accepted after May 13th*****

Total: \$_____

Please make checks payable to New York Archives Conference [Note: Checks made out in any other way cannot be deposited and will be returned].

To help us plan workshop and session rooms please circle the sessions you plan to attend:

W1 W2 S1 S2 S3 S4 S5 S6 S7 S8 S9 S10

Please mail completed form and your check to:

Kathleen DeLaney
New York Archives Conference
50 Swan Place
Williamsville, New York 14221

If you have any questions, contact Kathleen DeLaney at (716) 888-2916 or <mailto:delaneyk@canisius.edu>