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## Minutes of the ADE Annual Business Meeting Purple Room, North Carolina Museum of History Raleigh, North Carolina, October 4, 2001--Session Summaries--ADE Treasurer's Report

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## Minutes of the ADE Annual Business Meeting

Purple Room, North Carolina Museum of History

Raleigh, North Carolina, October 4, 2001

President Joseph McElrath called the meeting to order at 4:30 P.M.

The minutes of the 2000 annual business meeting, as published in the September 2001 issue of *Documentary Editing*, were approved.

The president extended thanks to several members for their service during the past year: Frank Grizzard, ADE webmaster, for maintaining the website and giving it its recent facelift; Charlene Bickford, chair of the Federal Policy Committee, and Charles Cullen, ADE representative to the National Historical Publications and Records Commission (NHPRC); Carol DeBoer-Langworthy, leaving the council after her three-year term as councillor-at-large; and Mary-Jo Kline, who developed the program for the annual meeting. The president asked that anyone interested in serving on an ADE committee contact Mary-Jo Kline, the incoming president. Also thanked were Cathy Moran Hajo and the Committee on Electronic Standards for developing standards for electronic editions, which will now be incorporated into the ADE website, and for developing a model for descriptive reviews of websites. The president extended the appreciation of the ADE to Susan Holbrook Perdue and the Membership Committee for completing work on the revised informational brochure. ADE members are encouraged to disseminate copies of the brochure at meetings, to students, or in any way that might be useful. The president announced that representatives of the NHPRC and the National Endowment for the Humanities would be available for individual conferences on Saturday morning.

### Secretary's Report

Jim McClure thanked his predecessors as secretary, especially Susan Holbrook Perdue for her readiness to answer questions during the past year. Announcing the election results, the secretary reported that 84 ballots had been cast and that Harriet Furst Simon had won the councillor-at-large seat. The other results of the balloting were: president-elect, Beth E. Luey; secretary, James P. McClure; treasurer, Gary Moulton; director of publications, Beverly Wilson Palmer; and, as the 2001-2002 Nominating Committee, Richard Leffler (chair), Jesse Crisler, Robert Rosenberg, Celeste Walker, and Elizabeth Hall Witherell. The secretary also reported that the ADE currently has 432 members.

Calling attention to the annual membership directory, the secretary noted that the change of format to an 8 1/2" by 11" page size in 2001 was partly a move toward cost savings, but was particularly intended to make the annual production of a printed directory more convenient. The secretary also spoke about the upcoming "supplemental" directory that will be part of the ADE website starting in 2002. Although the ADE's printed directories quickly become outdated as information changes, the online supplemental directory will allow information to be updated during the course of the year. To ensure privacy, listing in the online version will be voluntary, and only information that the mem-

ber specifically authorizes will be included. The 2002 dues renewal form will include check boxes for this authorization. The secretary asked for volunteers willing to participate in a prototype of the supplemental directory to be developed during fall 2001.

### Treasurer's Report

Gary Moulton presented the financial report for Fiscal Year 2000-2001 (1 September-31 August) and the budget for Fiscal Year 2001-2002. He noted that the finances of the ADE were sound and secure and thanked his predecessor, William Ferraro, for his assistance during the period of transition. There is no debt remaining from the expenses of the 2000 annual meeting, and much of the extraordinary expense of that meeting, such as legal fees and a settlement paid to the Radisson hotel, has been met by contributions earmarked for that purpose. The treasurer noted that income of the prize funds for the Julian P. Boyd and JoAnn Boydston awards was restricted and has therefore not been shown as part of the ADE's regular income in the proposed budget. In addition, the ADE's certificates of deposit currently yielding 7 percent will not produce that same level of income after their renewal. The treasurer reiterated, however, that even with reduced interest income the ADE will still be in strong financial shape. He invited anyone with questions about the association's finances to contact him.

The proposed budget for the 2001-2002 fiscal year was adopted.

### Publications Committee

Beverly Wilson Palmer, director of publications, announced the successful completion of the search for a new editor for *Documentary Editing*. During 2002 the journal will make the transition from Arizona State University and the editorship of Beth Luey to Indiana University-Purdue University Indianapolis. Marianne Wockeck will be the new editor. After thanking Beth Luey for her service as editor, Beverly Palmer introduced Marianne Wockeck, who made a plea for ideas about new features for the journal or improvements to existing features. She also encouraged submission of articles for *Documentary Editing*.

### Meetings Committee

Speaking for the Meetings Committee, Philander Chase announced that Washington, D.C., will be the site of next year's annual meeting, November 1-3, 2002. This will be a Friday-to-Sunday arrangement and will be the second time the ADE has changed the more customary pattern of Thursday-to-Saturday (the first time was in Chicago in 1991). Mary Giunta and Charlene Bickford are overseeing local arrangements for the 2002 meeting. The meeting site will be the Hotel Washington, one of the landmarks of Pennsylvania Avenue.

The committee chair also announced that the 2003 meeting will be held in Chicago. Elizabeth Hall Witherell will lead the Local Arrangements Committee, assisted by Charles Cullen and

others. Philander Chase asked anyone with suggestions of sites for future meetings, and in particular anyone willing to host a meeting, to contact the Meetings Committee.

### Other Business

Donna Kelly, chair of the Local Arrangements Committee, made announcements concerning meeting events.

Candace Falk announced that the hotel workers' union in Berkeley, California, had acknowledged the ADE for its support of the boycott of the Radisson Marina Hotel last year.

There being no other business, the president adjourned the meeting at 5:10 PM.

James P. McClure, ADE Secretary

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## Session Summaries

### Documents in the Classroom

Leslie S. Rowland, *Freedmen and Southern Society Project, University of Maryland, College Park*, moderator; John P. Kaminski, *Documentary History of the Ratification of the Constitution, University of Wisconsin, Madison*; Candace Falk, *Emma Goldman Papers, University of California, Berkeley*; Kenneth M. Price, *The Classroom Electric: Dickinson, Whitman, and American Culture, Department of English, University of Nebraska, Lincoln*; Dennis Conrad, *Naval Historical Center/Nathanael Greene Papers*.

John Kaminski discussed using documents in teaching and preparing documents for classroom use. He suggested that teaching editors consider themselves and their documentary collections laboratories in the humanities. He uses a 1,000-page handbook and document collection as a textbook, and he described other books he has developed for use in classrooms and for public talks.

Candace Falk described how a traveling exhibit became the basis for a high school curriculum project. To make sure their material would fit into the standard curriculum, her project worked with curriculum experts. In addition to documents, the project provided a glossary, teacher's guide, videos, and a bibliography. She stressed the importance of collaborating with other groups.

Kenneth Price described his use of two research archives in college classrooms. With grants from the Fund for the Improvement of Post-Secondary Education, he worked with the literature faculty to develop satellite websites to allow undergraduate access. He emphasized the difficulty of assessing the project. He concluded that the best sites provide deep research content not otherwise available to students.

Dennis Conrad briefly discussed *Discovering the American Past*, a collection of documents that has become a bestselling U.S. history textbook.

In her comments, Leslie Rowland emphasized the importance of teachers' institutes and workshops and of partnering with school districts, teachers, museums, archives, and historical societies.

### The Mass Market for Documents and Texts

J. Perry Leavell, *Drew University*, moderator; Marilyn Parr, *National Digital Library, Library of Congress*; Stephen Rhind-Tutt, *Alexander Street Press, Alexandria, Virginia*; Frank E. Grizzard Jr., *Papers of George Washington, University of Virginia*; Matthew Hershey, *Scholarly Resources Inc., Wilmington, Delaware*.

Marilyn Parr spoke about digitizing documents from the Library of Congress and placing them on the Web. The National Digital Library first received funding in 1995 and has placed about

seven million items online, ranging from presidential and congressional papers to maps, photos, film clips, and musical recordings. As an example of the use of having documents online, Parr looked at a letter by James Jay to Thomas Jefferson in 1806 seeking remuneration for invisible ink.

Stephen Rhind-Tutt discussed creating easier-to-use and better indexes through online documents. Putting text online allowed for more comprehensive searches of primary documents.

Frank Grizzard discussed some of the problems of putting large collections of documents online. For one, different organizations with vested interests in particular documents must be negotiated with to ensure that a variety of goals are met. Further, online text must be compatible with future software. Grizzard also expressed concern for ensuring the accuracy of online collections with tens of thousands of documents.

Matthew Hershey worried about becoming a documentary dinosaur after becoming an acquisitions editor in 1994 and yet wondered how his company could afford to go digital. Scholarly Resources has therefore experimented with various media, including CD-ROMs, microfilm, and full text archives of resources. While Scholarly Resources has used a variety of media over the last five years, books are still the best sellers and annual sales have increased.

### Damage Assessment and Awards for Excellence

Lloyd Benson, *Department of History, Furman University*, moderator; John Simon, *Papers of Ulysses S. Grant, Southern Illinois University, Carbondale*; Susan Belasco, *Department of English, University of Nebraska, Lincoln*; Robert Rosenberg, *Thomas A. Edison Papers, Rutgers University*, commentator.

Both papers from this session are published in this issue.

### Now that we know where we are, how do we decide where to go?

Beth Luey, *Scholarly Publishing Program, History Department, Arizona State University*, moderator; Leslie Rowland, *Freedmen and Southern Society Project, University of Maryland, College Park*; Perry Leavell, *Department of History, Drew University*; Lloyd Benson, *Department of History, Furman University*; Robert Rosenberg, *Thomas A. Edison Papers, Rutgers University*.

When contemplating the future of documentary editions, there appear to be two central areas of concern: who is the audience and what role does technology play? What became apparent over the course of the session's open discussion is that more questions exist than answers.

*Continued p. 28*

## ADE Treasurer's Report

FISCAL YEAR, SEPTEMBER 1, 2000–AUGUST 31, 2001

The finances of the Association for Documentary Editing are sound. There has been an increase in the general budget of \$6,588, a gain of 14.3 percent. The actual expenses from the 2000 conference in Oakland show an overage of \$526, while a good deal of the extra charges (\$5,536) associated with the change of venue from Berkeley have been reduced to \$1,856. We can thank our members for their generous contributions toward this end.

The finances of the Association for Documentary Editing are secure. The transition from one treasurer to another went smoothly without interrupting the normal activities of the organization and without appreciable loss of income to the accounts. I want to acknowledge Bill Ferraro for his work as treasurer from 1997 to 2001. His careful attention to ADE's finances are largely responsible for our present firm footing. Thank you, Bill.

When anyone takes over a task from another person—even from someone as capable as Bill—changes in management occur. In the present instance, the changes have been mostly small administrative ones and are not readily apparent in the report. I will be happy to speak to the details of my accounting procedures with anyone who is interested.

Let me make a few comments about future prospects for our finances. Presently a portion of our money is invested in a CD account drawing 7 percent interest. When this CD matures in December, you know well that we cannot expect to receive anywhere near this kind of return on our money. However, given our present adequate resources, the generous contributions of members, and the continued careful management of the funds, we should have no problem meeting our normal financial functions. The Boyd and Boydston funds are also well provided for and fully capable of paying the prizes under their respective award provisions.

<b>Income</b>	<b>1999–2000 Actual</b>	<b>2000–2001 Budget</b>	<b>2000–2001 Actual</b>
Dues	\$ 12,935	\$ 12,750	\$ 9,980
Contributions	0 <sup>1</sup>	1,000	4,330 <sup>3</sup>
Conventions	11,103	15,000	12,579
DE subscriptions	896	1,000	984
Book sales	336	300	129
Interest	1,855	1,500	1,371
Boyd and Boydston	710	0 <sup>2</sup>	0
Miscellaneous	<u>122</u>	<u>150</u>	<u>2,964<sup>4</sup></u>
Totals	\$ 27,957	\$ 31,700	\$ 32,337

<sup>1</sup>Combined with "Dues" in 1999–2000.

<sup>2</sup>None budgeted; see separate entry.

<sup>3</sup>Oakland fund, \$3,680; General fund, \$650.

<sup>4</sup>Reimbursement on California legal retainer.

<b>Expenses</b>	<b>1999–2000 Actual</b>	<b>2000–2001 Budget</b>	<b>2000–2001 Actual</b>
Conventions	\$ 20,602	\$ 14,000	\$ 12,553
<i>Documentary Editing</i>	6,022	6,250	5,716
Membership directory	0	1,000	1,286
Federal Policy Committee	382	750	0
Natl Coordinating Committee	1,500	1,500	1,500
Natl Humanities Alliance	2,000	1,500	2,000
Butterfield Award	500	500	500
Distinguished Service awards	118	0	0
Book purchases/postage	0	150	0
Premium books	0	150	0
Website Committee	0	3,000	0
ADE brochure	0	500	0
Office supplies/postage	1,682	1,200	1,157
Award plaques	0	100	117
Audit	0	920	920
Boyd and Boydston transfer	530	0	0
Miscellaneous	<u>115</u>	<u>180</u>	<u>0</u>
Totals	\$ 33,451	\$ 31,700	\$ 25,749

### FY 2000–01 Overage, \$6,588

<b>Assets (non-restricted)*</b>	<b>Checking</b>	<b>Savings</b>	<b>CDs</b>	<b>Nebraska</b>	<b>Total</b>
August 31, 2000	\$ 944	\$ 44,949	\$ 0	\$ 200	\$ 46,093
August 31, 2001	1,572	30,568	20,541	0	52,681

### FY 1999–2000 to FY 2000–01 Increase, \$6,588

\*Restricted assets include the Boyd and Boydston accounts (\$17,955 + 6,115 = \$24,070); see separate entry. The asset total for August 31, 2000, is \$525 lower than that shown last year in order to reflect restricted funds which were not separated at that time.