WESTERN ASSOCIATION OF MAP LIBRARIES

"... to encourage high standards in every phase of organization and administration of map libraries ..."

TABLE OF CONTENTS

Color Microfilming of Sanborn Maps for a Local History Collection by Stanley D. Stevens ...................... 3
Lamination As Practiced in the California State Archives by David L. Snyder ......................... 8
Critique of Pure Labeling for Map Collections, by Barbara Mae Christy ...................................... 12
Resume and Bibliography from: Map Preservation,
Panel I, Spring 1970 Meeting of WAML, by Edward P. Thatcher, David Snyder, and Stanley Stevens .............. 22
Resume from: The Control of Map Acquisitions,
Panel II, Spring 1970 Meeting of WAML, by Robert Sivers, Sheila Dowd, and Evelyn Percival ........................................... 26
Bibliography from: How to Start a Small Map Library, Panel III, Spring 1970 Meeting of WAML, compiled by Mimi Sayer .................................................. 32
Sources of Free Maps from Central America, South America, and Africa, compiled by Sandra Satterlee ....................... 41
New Mapping of Western North America, compiled by Anna Chiong, Ruth Elwenger, and Edward Thatcher ........................................ 47
Newsletter by Robert Sivers .................................................. 50
Organization of WAML Archives, by Sheila Dowd. ................................................................. 51
Minutes of Spring 1970 Meeting, WAML, by Ruthann Lowe ................................................. 52
Western Association of Map Libraries Membership Roster as of May 1, 1970 ........................................ 55

Editor (1969/70) Robert Sivers, Map Room, Sciences-Engineering Library, University of California, Santa Barbara, California 93106
Subscription per annual volume: $5.00. Address subscription requests to Stanley Stevens, University of California, Santa Cruz, California 95060.
COLOR MICROFILMING OF SANBORN MAPS
FOR A LOCAL HISTORY COLLECTION

by

Stanley D. Stevens

The University Library, University of California, at Santa Cruz, is now the
proud possessor of a set of maps of the cities of Santa Cruz County from
1883 to 1960, even though it is merely 4000 exposures on color microfilm.
This project has taken nearly two years, and at this writing the mounting
and labeling is yet to be completed. So my purpose in reporting this
experience is to share my findings so that others will know what is
required and profit from some of my difficulties.

It was in June of 1968 while participating in the Special Map Processing
Project of the Library of Congress' Geography and Map Division that I
first saw their extensive holdings of Sanborn Maps. Being new to the
world of maps in libraries, I had not known the significance of the
Sanborns even though our own Special Collections Department had the earliest
known, and perhaps the only extant, set of Santa Cruz: the four-sheet map
of the City of Santa Cruz, October 1883.

Having been involved in the UCSC Library's attempts to build a collection
relating to the history of Santa Cruz and the Monterey Bay area, I instantly
recognized the importance of having a complete record of the Sanborn maps.
The scale at which the maps are drawn (1 inch equals 50 feet), the detailed
information through the use of colors, symbols, and text, and the method of
updating depict the best available historical record of the development of
a city.

I learned that two of the extensive collections of the 100-year mapping by
the Sanborn Company are located at the Library of Congress' Geography and
Map Division and at the Geography Department of San Fernando Valley State
College, Northridge, California. In addition to those, I was able to locate
valuable holdings at the Santa Cruz Public Library and in the personal
collection of Mr. Frank B. Lewis, the Surveyor of Santa Cruz County.

---

1 For descriptions of the Sanborn Map Company see: Marie C. Goodman,
"Map Producers", SLA Geography and Map Division Bulletin, No. 27, pp.4-8
(Feb. 1957); and Walter W. Ristow, "United States Fire Insurance and
Underwriters Maps, 1852-1968", Quarterly Journal of the Library of

2 The author has served as Map Librarian at the University Library,
University of California at Santa Cruz, since January 1966.
Realizing that photography was the only means by which our library could have ready-access to the information depicted on these maps, I began investigating the possibilities of microfilming all available Sanborns of Santa Cruz and vicinity.

I agree with D.H. Maling that "no one would deny that it is better to have an original copy than a colour photograph of a map", but I would argue that a colour photograph is better than not having a copy at all."

The Photoduplication Service at the Library of Congress listed the rate of one dollar and fifty cents for each 2" X 2" color slide. Since I had more than 1400 individual maps to be copied, I knew that I had better find another means of getting this project accomplished. The Photoduplication Service may have made a special rate for this unusual job, but I decided to look elsewhere.

I reported my findings to Donald T. Clark, University Librarian at UCSC, and expressed the hope that we could arrange to have the Sanborns copied. In his usual enthusiastic manner, he replied affirmatively and agreed with my evaluation.

So with his support I explored the possibilities of borrowing most of the maps from San Fernando Valley State College. The close proximity of this collection made the feasibility of the project look brighter. The cooperation and advice of my colleague, Wallace St. Clair, Map Librarian of the Department of Geography at San Fernando Valley State College, led me to seek written permission for copying from Mr. C.F. Doane, President of the Sanborn Map Company. Mr. Doane kindly granted permission to make reproductions on April 14, 1969.

I made a trip to San Fernando Valley State College to pick up the Sanborns, since Mr. St. Clair and I decided that personal care was better than packing and shipping by freight. He loaned more than 1400 maps, most of which are bound together on post binders by volume number and year; the Library of Congress loaned 83 maps; the Santa Cruz Public Library loaned 226; and Mr. Lewis loaned 24.

Then the filming process commenced. The techniques used, and the technical problems are outlined below.

---

Camera Techniques

In selecting the camera I learned that our library owns a Recordak Microfile Machine MRD-2 that had not been used since it was purchased two years previously. That seemed to make things simpler. The fact that we already owned this camera almost dictated the course I would follow.

This particular camera has proved to be satisfactory for this project even though it was slow when changing to another reduction. There are, of course, other microfilm cameras, but the apparent advantage to us was in using an Eastman Kodak camera with the products designed for its use.

Two other physical problems are significant. First: In filming atlases and other items that are large, the vertical column on which the camera unit rides inhibits the shifting of a large map or bound atlas into the correct position to take detail shots. Second: One learns from trial-and-error how the camera unit works. In my case I read the "How to Use the Recordak Microfile Machine" instruction book (issued with the camera) before I proceeded with any tests or filming. I assumed that the following statement meant the camera operated exactly this way: "After the alarm buzzer has sounded and the footage dial registers 'empty', press in and turn the film winding crank at least eight times to make sure all the film is wound onto the take-up spool". However, our camera didn't work that way. When the buzzer sounded there was only one or two inches of film not on the take-up spool and the film had actually gone past the lens aperture so no other exposure would register. Consequently, on all six rolls of film I lost ten to fifteen exposures on the tail end of each roll.

Since I thought the filming had been completed, I became discouraged with this new problem. I was sure that this was a creation of Eastman Kodak just to make my life harder. However, I reported the problem to Kodak representatives who suggested our camera was not working properly. I made the necessary adjustment as recommended and the camera now functions normally. Now I must retake those lost exposures and splice in the good exposures on each roll. At least I had the foresight to wait until the film was processed and inspect it for any problem - had I returned the maps to the owners and then discovered the malfunction, I would have had an incomplete record.

Selecting and Exposing the Film

The ultimate use of the film dictates many aspects of the project. Eastman Kodak makes two types of color microfilm: Recordak K and Recordak KA. Selection is based on the following primary factor: Will duplicates of the film be required? For that application Kodak's Business Systems Markets Division has introduced Recordak K. In fact the company claims that the Recordak K film has the desirable range of contrast, sharpness, and grain
structure to make duplication possible. However, when the Eastman Kodak representatives and I shot the initial tests the results were a failure. The film would not reproduce the trueness of the colors used on the Sanborn maps. The light green turned black and the printing was no longer legible. Had the printing not been obscured I would have been content to have a range of colors different than the original, as long as one could read the key and distinguish one color from another.

We changed the exposure lamps, thinking that brilliance of illumination was the problem. Nothing better resulted. We tried a third test, varying the angle of the lamps, and altering the 3-filter pack. There was still no improvement. These tests were conducted under controlled conditions using all standard procedures as specified by Eastman Kodak Company, so we are at a loss to explain the results.

Rather than speculate here as to possible reasons for the failure, which are probably too technical for me to understand even if I had an explanation, I will just say that I was advised to return to a proven product: Recordak KA film. In effect, this change to a different product meant that I had to shoot the job twice, rather than as I had originally planned: shoot it once and then get a duplicate of each roll. The KA film is not recommended for obtaining duplicates.

After making the standard series of exposure tests, the exposure which produced the best results was determined to be 110 volts; a 4-inch Kodak Wratten Gelatin Filter 02-C was mounted in place, and four reflector flood lamps, 150 watt-120 volt, were used in the fully extended position. The film used was non-perforated, 35mm X 100 feet, Eastman Kodak Product Number 1465, Recordak KA Color Film.

The Finished Product - Handling

Our objective is to have two sets of exposures, one cut into individual frames mounted as slides or in sleeves, the other kept as a non-circulating reference set. Users who wish to illustrate a lecture, as I have done for this presentation, will have a convenient medium. Those scholars who need to study the entire record may use the rolls on the microfilm reader, and will be able to get an adequate photoprint from a reader-printer (in black and white of course). This requirement was one of the most important preliminary considerations.

Once the processing of film is completed the cutting and mounting of each exposure can proceed. A choice of either slide mounts or sleeves is available. For our purposes I have made an average of five exposures per map; i.e., one full-size exposure at a reduction ratio of 18 to 1, and four sectional exposures of the same map at the ratio of 10 to 1. This quarter
sized exposure gives enlarged detail for easier readability. It would be convenient for filing purposes to have all five exposures of the same map contained in the same sleeve. However, individually mounted slides permit a lecturer to pre-assemble the exposures he intends to use and arrange them in a Kodak Carousel slide tray or similar device. Furthermore, slide projectors are more readily available than projectors equipped to accommodate sleeves. Therefore, I tend to favor the individually mounted exposure as a 2" X 2" slide.

Following is the complete list of Sanborn maps now on film:

**City of Santa Cruz** (includes Twin Lakes and Del Mar areas outside city):
- October 1883
- July 1886
- 1888 (incomplete set of tracings)
- May 1888 (includes Capitola)
- July 1892 (includes "Camp Capitola")
- 1905 (includes Twin Lakes and Capitola)
- 1905 base, corrected to June 1917
- 1928 Volumes 1 and 2
- 1928 base, Volumes 1 and 2 corrected to June 1929
- 1920 base, Volume 2 only corrected to January 1936
- 1928 base, Volumes 1 and 2 corrected to Oct/Nov. 1939
- 1928 base, Volumes 1 and 2, corrected to Aug/Sept. 1950
- 1928 base, Volumes 1 and 2 corrected to December 1952
- 1928 base, Volumes 1 and 2 corrected to Sept/Oct. 1960

**City of Watsonville** (includes Pajaro):
- August 1886
- February 1888
- May 1892
- December 1902
- July 1908
- July 1908 base, corrected to 1911
- December 1920
- December 1920 base, corrected to November 1939
- December 1920 base, corrected to December 1940

**City of Capitola** - (See City of Santa Cruz for additional coverage.)
- November 1927
- November 1927 base, corrected to December 1933

**Soquel**
- May 1888
- May 1892
- July 1908
- July 1908 base, corrected to July 1911
Aptos
May  1888
May  1892
June 1908

Felton
March 1895
July 1908
July 1903 base, corrected to July 1918

Boulder Creek
June 1892
June 1897
July 1908

Recommendations and Conclusions

What I have learned is perhaps obvious, but to one like myself who normally
has an attitude of faith in mechanical systems as well as in the people
who design them, I had to learn the hard way. I recommend full investiga-
tion and experimentation before getting too deeply involved in a project of
this sort. Complete familiarization with the camera is mandatory. If your
institution does not own a microfilm camera, then you should consider the
cost of contracting with some outside firm to do the filming for you. If
you decide to do the job within your institution, you should examine whether
another department could do it more efficiently for you.

Whatever method you select, be sure to consult with those technicians who
know the camera and film. I found the representatives of Eastman Kodak
Company very cooperative, willing to provide information, and eager to help
solve my problems.

Our cost so far is estimated at six hundred dollars, but this does not
include labor for planning the project, exposing the film, and the mounting
and labeling. However, this compares favorably with the University Library's
cost of having the Fiji Times from 1869 to the present microfilmed at
three thousand seven hundred and ninety four dollars.

Now that the project nears completion, my conclusion is that it has all
been worth the struggle; over two years in the making. The principle
gratification is that scholars will have this valuable source material to
use. My only regret is that we are restricted from making duplicates of
this record - had we been able to use the Recorder's film the public
libraries in Santa Cruz County could have had copies for their direct access.
I cannot record this experience without offering my thanks to those who were very instrumental in the successful completion of this project. In addition to those whom I have already mentioned, I want to acknowledge the help of Jay Fluckiger, George Margiott, and James Moran, all of Eastman Kodak Company's Business Systems Markets Division of San Francisco; and Brad Posey of the University Library staff. Without their technical help and advice I could not have solved the technical problems that occurred, or forged ahead. Janet Pumphrey, UCSC Library staff, contributed many constructive suggestions on the editing of this paper. Mrs. Luraine Tansey, UCSC Slide Librarian, has assisted in the preparation of the mounting project. Finally, to San Fernando Valley State College's Geography Department, and the Geography and Map Division of the Library of Congress — I owe special thanks — for being so patient and undemanding. On the strength of my hope that their Sanborns could be returned within a few weeks, they generously loaned these priceless maps. Had a time-limit on returning them caused the termination of this project it would have been a real tragedy.

I urge others to use microfilm as a medium for acquisition of these rare materials. Map libraries have a special responsibility to their patrons to seek out and acquire these materials. As long as modern methods permit satisfactory results on microfilm, and the original documents are not available, there should be no reluctance on the part of map librarians to use this medium. I feel the serious student of the history of our cities on maps will welcome the addition of this primary source material to our collections.

LAMINATION AS PRACTICED IN THE CALIFORNIA STATE ARCHIVES

by

David L. Snyder

Archival lamination, as a means of repairing, restoring, and preserving historical documents, is a development of the past thirty years. California's program dates from 1965. In that year, culminating a thirteen year effort by the Office of the Secretary of State, the State Archives, and the California Heritage Preservation Commission, the California Legislature appropriated $27,604 for the establishment of a Document Restoration Laboratory. Actual operation commenced in December of 1967.
Lamination, as employed by the California State Archives, has a twofold purpose: the repair and restoration of paper records, and the insurance of their long term preservation. A wide range of documentary materials, including newspapers, maps, blueprints, and lithographs can be preserved by this process. Records written on vellum, parchment or other animal skins are treated differently and therefore do not enter into the general discussion below.

In a technical sense archival lamination is the fusion, by means of heat and pressure, of cellulose acetate, lens tissue, and/or other materials, with the record to be preserved. The lens tissue is used to give the record added strength, body, and flexibility while the cellulose acetate binds the materials together as a single unit. Lamination is in reality the final step in a long sequence of varied tasks. These tasks may be categorized as preliminary handling, deacidification, restoration, and lamination.

**Preliminary Handling**

Each document must be examined individually to determine what steps are necessary to insure its original form. The overall physical condition is the first concern. If a record is brittle and the danger exists that a part or parts might break off at some time during restoration, the document is photostated to provide a 'master copy' from which to work. Water damaged portions must be removed as they will not fuse properly during lamination.

The second step is to remove surface dirt, stains, and other extraneous materials, metal fasteners, clips, etc., attached to the document. Surface and ground in dirt are removable by a variety of methods, including gum erasers and artists cleansing powders (Opaline). Stains, oil, grease, and other artificially introduced contaminants caused by handling, are reduced or neutralized by the use of various chemical solvents. Tapes and other adhesives are also removable by the use of chemical solvents. With most stains or adhesives a certain amount of rubbing is necessary, the physical condition of the document determining how much.

Before a document can be deacidified the ink(s) are checked to determine their solubility. Nearly all pre-Civil War inks are stable. The most common types of that era are the iron gall and India inks. Colored inks, regardless of the time period, are immediately suspect, as are all modern inks, particularly the commonly used ball-point inks of this generation. The test to determine the solubility of ink involves nothing more than a slightly dampened Q-Tip or cotton swab rubbed gently over an ink specimen. Vagrant inks show up immediately as a discoloration of the cotton swab. If any significant portion of the inks on a given document are vagrant the entire document must be waterproofed. A solution of cellulose acetate
dissolved in acetone is prepared and the entire document coated by means of a paint brush. The waterproofing dries almost on contact and effectively locks the ink into the paper. The document thus waterproofed can then be completely immersed in the deacidification solution without danger of the inks running.

**Deacidification**

The most important phase in document preservation is deacidification. All paper is acid to a greater or lesser extent. Acid in paper, as a result of the manufacturing process, the absorption of hydrogen sulfide and other impurities from the air, or through handling, is the principle agent of paper deterioration. A document may be laminated without deacidification but the acid will continue to destroy the paper fibres even though completely cut off from the air.

Deacidification involves the immersion of a document into a solution of magnesium bicarbonate for about one-half hour. This solution has a pH of 8.0 - 8.8, in other words is slightly alkaline. The acid is neutralized and as the document dries a residue salt is deposited in the paper. The residue salt acts as a buffer against future contamination. Documents are placed on bronze screens during deacidification to prevent any undue stretching, shrinking or fragmentation caused by handling.

**Restoration**

Restoration of a document can be the most difficult and time consuming aspect of the entire lamination process. In many cases, it is comparable to building a jig-saw puzzle. Piecing together the various parts of a document is an exacting and tedious job, one that women are usually better at. Complicating this task is the fact that paper which has been folded or stored other then in a flat position tends to shrink or stretch at the points of stress. In the finished product this oftentimes results in imperfect alignment of letters, lines, etc. Except where exact scale is required this problem can usually be overcome by overlapping and cutting to bring all elements into alignment.

Frequently it is desirable to replace missing portions of a document to provide added strength and body. Here it is a simple matter of cutting "plugs" from paper of equal weight and color to match the missing portions. In no case do we attempt to redraw or reword missing portions. This would introduce an undesirable historical inaccuracy.

**Lamination**

The final step is lamination. A "sandwich" is built of the various materials - tissue-cellulose acetate--document--cellulose acetate-tissue - and placed between outer layers of teflon impregnated fiberglass cloth and
chipboard. The two outer layers of materials are not a part of the finished product. The "sandwich" is placed in the laminator, manufactured by the Arbee Company of Bernardsville, New Jersey, and left for 30-45 seconds at 330 degrees. At the end of the pre-set time the sandwich is automatically ejected through rollers. The rollers provide the necessary pressure to insure an even fusion over all surfaces of the document.

In cases involving large or oversized documents, particularly maps, it is frequently desirable to substitute either 100% rag content paper of equal weight or 100% cotton or pre-shrunk muslin cloths in lieu of the backside layer of tissue. The use of rag paper or cloth provides additional strength and a more flexible finished product. This is particularly desirable in maps which are stored flat in map cases. The several materials mentioned above can be used in various combinations to achieve particular results. The method described is the most frequently employed and is satisfactory for 90-95% of all documents requiring lamination.

Special Problems

Oversize documents larger than 35" x 48" cannot be laminated in one piece. To compensate for this problem documents are sectioned appropriate to the size of storage equipment. The individual pieces may be either left apart or hinged together. The former method is employed by the California State Archives.

Seals, except of paper, cannot be laminated. Wax and rubber base seals cannot withstand either the heat or pressure of mechanical lamination and must be laminated by hand. The principles and materials are the same except that a hand steam iron is used in place of the laminating machine. For a comprehensive report on hand lamination see: Y.P. Kathpalia (National Archives of India), "Hand Lamination with Cellulose Acetate", The American Archivist, XXI (July 1958), 271-276. Paper, metal, and foil seals are soaked off the document and reattached to the outside of the finished laminated document.

Loss of detail as a result of the use of lens tissue is about one percent. With documents including pictures, as newspapers, the loss is somewhat greater.

Laminated documents must be stored flat. Folding or creasing breaks the laminated seal and may also damage the document. Larger documents can be loosely rolled although this method of storage is not recommended.

Advantages of Lamination

The life of a document can be extended indefinitely by the employment of lamination. Under normal usage a laminated document will last from one to
five hundred years. If a laminated document should by any means be damaged, causing a separation of the cellulose acetate and/or other materials, the entire process can be repeated without damage to the document. The process is a simple one of immersing the laminated document in a bath of acetone. The cellulose acetate is dissolved allowing the tissue and/or other materials to be stripped off.

There is commercially available a laminating material under the trade name of Mylar. Mylar is a very tough plastic film with a built in adhesive and is advertised as pH neutral. Mylar is not recommended for archival lamination as it cannot be removed without destroying the document.

**Conclusion**

Archival lamination is now accepted throughout the United States and Western Europe as the best means of repairing and preserving historical or valuable documents. It must be remembered that each document presents different problems. I have tried to explain here the basic principles involved.

The California State Archives will upon request restore and laminate records belonging to any individual or institution on a cost basis. Present costs amount to a $5.00 per hour labor charge plus the cost of materials - minimum material charges fifty cents. A half sheet of newspaper, for instance, requires about five cents in materials. Inquiries relative to lamination services should be directed to the California State Archives, 1020 O Street, Sacramento, California 95814.

**NOTE:** Tests are now underway to determine whether simple, hand lamination can be done by individuals. The object of these tests is to inform the small institution how to make low cost, temporary repairs, at the same time avoiding the use of scotch tape or other adhesives, in documents otherwise not requiring full lamination. At such time as tests are completed the results will be made available through this publication.

**CRITIQUE OF PURE LABELING (FOR MAP COLLECTIONS)**

by

Barbara Mae Christy

Such a pretentious title is, of course, only poking fun at the serious discussion of an apparently trivial subject: labels. Why bother? The

1 In using the word "labels", I refer especially to folder labels and to map storage unit labels. Not included in this discussion are call numbers which are, in fact, a kind of label.
fact is that anyone involved in organizing a collection can't get by without some consideration of whether to label and, if so, where and to what extent. Many hours could be spent planning, writing, making final copies, and affixing labels. If you do not label, you could save all that production time, but would it be a real saving? Would lack of labels slow down essential operations such as retrieval and filing? And, later on, if labels seem desirable, will it be too costly in terms of time and labor to become involved? Whatever your decisions, it is better to think the matter through than to plunge ahead with "practical" solutions perhaps only to discover the "quick" approach to be inadequate.

Why bother with labels at all? Do they serve a real need? Labels display the structure and content of a file, not remotely, like a catalog, but directly on the file. Without labels, could you rapidly locate and then identify specific maps, or maps covering a certain area or subject? Could you readily distinguish between similar map series without labels? Would you be able to file and refile map sheets? Yes, you could, but quite inconveniently and with much wasted motion. Labels can help to make more efficient any of the operations involving work among the contents of a file. By locating, identifying, and distinguishing among items, labels aid retrieval, bibliographic searching, and filing.

Labels will not be used to the same extent in all libraries. A map collection of several large series may be handled efficiently using relatively few different labels compared to a heterogeneous collection of the same size. Another factor to consider in addition to size and relative variety of holdings is frequency of use. For a collection infrequently handled and little used for reference, less attention might be given to labels than to an actively growing and much consulted collection such as might be found in a university library. Needs vary from library to library and what works in one may not be useful in another.

Where can labels be used effectively? Two places where labels of some kind seem to be a necessity are on storage units and folders (or envelopes). Taking each type separately, I will raise the question of what information to include and how much. Examples of labels in actual use will follow.

**Storage Unit Labels**

Storage units, commonly drawers, can be labeled in several ways. Whatever method is chosen, label replacement is important to consider, because frequent shifts in drawer contents are likely as a collection grows. Labels that slip in and out of a permanent slot are probably the easiest to use. The labels themselves may consist of brief symbols (such as numbers) keyed to a master list, or they may give information directly. The latter method is
much more convenient for a collection in constant use because something of the drawer's drawers can be told at a glance without any need to consult a master list.

How much information should be given on a drawer label? Space is obviously a limiting factor but more important is the relative usefulness of a piece of information. Only those elements that yield a significant advantage should be given space. Complexity not only requires additional time but also the establishment of more detailed conventions for the handling of each piece of information. A selection of the most essential elements must be made based on the needs of a particular library.

Drawer labels containing minimal information (such as a filing element in the form of call number or area) are relatively easy to provide because neither elaborate rules nor trained personnel are needed. But, do labels with minimal information do the job? It depends on what you ask of them. If you merely want the drawer labels to guide the filer, then call numbers alone will be sufficient. But if you want labels to guide a person giving reference service or working among the maps, this minimal information may not do the job. Why not? No matter whether you rely on call numbers or a catalog to direct a search, time is saved if drawer labels can be scanned for content without the need for a sophisticated understanding of the classification system. This also saves repeated trips to the catalog during any one search. Whether or not labels with minimal information will work for a given library depends not only on what you want them to do, but on the size, type, and use of the collection as well as staff knowledge of it. If a collection is quite small or consists of a few large series (such as the U.S.G.S. National Topographic Series and U.S.C.G.S. Nautical Charts and Small Craft Charts), then colored labels could signal the end of one series and the beginning of another, and drawer labels displaying the filing element alone may be sufficient. On the other hand, such labels would not serve well for a medium or large research collection unless searching were done through a catalog at all times and this is quite unlikely.

Retrieval and work among the maps is facilitated if labels reveal more about the drawer contents than the filing element alone. But labels containing other essential information are more time-consuming to produce because conventions must be established for the handling of each element and a trained person is needed to write the labels. Are such labels worth the cost? They are if they pay off by increasing the efficiency of work with the collection. Which of many possible additional elements would yield significant advantages for a given type of collection and the demands upon it? In a frequently used reference collection, the elements most common to most patron's questions may be used as a guide to establishing a priority among the potential label elements. Experience in map reference service has shown that the components of a standard map reference question may
include, in order of priority: area-subject, scale, date, and producer. In other words, patrons usually ask to see maps showing a certain area and subject at a particular time and drawn to show a certain amount of detail. Occasionally, patrons ask for the work of a particular agency or person. Less frequently, they ask for a specific title.

The components of a standard reference question, then, may be used as a guide in selecting drawer label elements, but a second, and critically important factor is the point of view of the person who is helping the patron. What label elements will help him efficiently retrieve what the patron has requested? Title, usually of little or no importance to the patron, is often critical to the searcher, particularly in locating a few large and very useful series. Finding them quickly is simplified by including title on the drawer labels.

Labels containing essential information in addition to the filing element pay off not only in facilitating retrieval and other work among the maps, but also in reducing the amount of time needed to train personnel to perform routine reference service. This is especially advantageous where there is a high rate of employee turnover such as in libraries employing students.

At the University of California, Santa Barbara, where the varied collection of over 100,000 maps is in frequent use, drawer labels are designed according to the format shown below. The drawer labels refer to maps in the uppermost folder of any given drawer and are typed on heavy stock paper using a primary typewriter.

Drawer label format:

For single sheets:

<table>
<thead>
<tr>
<th>area</th>
<th>partial call number 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>subject (if any)</td>
<td></td>
</tr>
</tbody>
</table>
For single sheets (continued):

Examples:

<table>
<thead>
<tr>
<th>FRANCE</th>
<th>5240</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRANCE</td>
<td>5241</td>
</tr>
<tr>
<td>GEOLOGY</td>
<td>C5</td>
</tr>
</tbody>
</table>

For series:

area + "(series)"

subject (if any)

producer (only if title is non-distinctive)

title

range (for series with two or more folders)

---

4 Range signifies the scope of a particular folder (e.g., in a group of maps arranged alphabetically, one folder may range from A - M, and the second folder from N - Z).
For series (continued):

Examples:

<table>
<thead>
<tr>
<th>WORLD (SERIES)</th>
<th>3200s</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMERICAN GEOGRAPHICAL SOCIETY OF NEW YORK</td>
<td>5000</td>
</tr>
<tr>
<td>THE WORLD 1:5,000,000</td>
<td>A4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>WORLD (SERIES)</th>
<th>3201s</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIR TRANSPORTATION</td>
<td>P6</td>
</tr>
<tr>
<td>OPERATIONAL NAVIGATIONAL CHARTS (ONC)</td>
<td>1000</td>
</tr>
<tr>
<td>A-1 to D-12</td>
<td>U51</td>
</tr>
</tbody>
</table>

You may ask why the scale and date do not appear, in as much as the standard reference question includes these elements. Actually, scale is given in abbreviated form in the call number. Date is not shown because it varies from sheet to sheet in the series.

Folder Labels

In addition to storage units, another place within a map collection where labels of some kind seem necessary is on folders. Folders are often used within the drawers to protect and separate maps; if this is the case, then some sort of identification of contents is needed on the outside of the folders. As with the drawer labels, identification may be minimal or include additional essential elements. The reasoning applied to drawer labels also applies to folder labels but the space restriction is eased, allowing more precise indication of the contents. It is worthwhile to repeat that complexity may not pay off. Only those elements that yield a significant advantage should be given space on a label. How much information need to given? Again, the size, type, and use of the collection are among the decisive factors. A small collection probably has few series covering the same general area and subject and probably does not require more than area and subject information in addition to the call number. A larger collection, by contrast, may have several similar series as well as series in their original and facsimile editions and old and new formats of
the same series. Under these conditions it is advantageous to have enough information on the folder labels in order to distinguish among the similar series and their variants.

What significant elements are worth adding to the information already given on the drawer labels? At the very least, there must be enough information to distinguish the contents of one folder from another. For series maps, mention of the producer is necessary for bibliographic searching and often helpful to retrieval as well. Special notes that help to identify a given series may be added as needed and may include, for example, "facsimile", or "old series". In some cases, it may be useful to place supplementary information on smaller labels next to the folder label. This may include:

1. filing rule (e.g., "file alphanumerically")
2. indexing note (e.g., "self-indexed")
3. additional location (e.g., "for additional maps of the same area see--") This can be used to separate maps of the same area but different size or format (e.g., folded or rolled).

Among the ways that information might be put on the folder are the following:

1. handprinting directly on the folder
2. typing on a blank self-adhesive label
3. handprinting or typing on a label pre-printed with basic designations, form lines, property note, etc.
4. handprinting or typing on a multiple-copy cataloging work sheet. The original copy can be used as the folder label and the copies can become part of the cataloging work flow.

All of these methods are in practice. They are briefly discussed and illustrated below.

During the first two years of collection building in the Map Room of the University of California, Santa Barbara, labels were handprinted directly on the preliminary folders. This saves time and materials but usually results in less clarity and neatness than the other methods. This in turn reduces rapidity and ease of retrieval. At this time, conversion to permanent folders is taking place and 3" x 5" white, self-adhesive labels are placed in the lower right-hand corner of each folder. Two things make the labels easy to read quickly: large, neat black type on a white background, and corner placement on the folders. A center placement is not as

---

5 "Avery Kum-Kleen Unprinted Labels" (S-8048). These are rectangular and come in white only. The retail cost is $1.30 for a box of 50 labels. Avery Label Company, Monrovia, California 91016,
handy because folders are difficult to grasp and lift in the middle. A person looking through a heavy stack of folders can do this most readily by lifting the corners.

Folder label format:

For single sheet maps:

<table>
<thead>
<tr>
<th>area</th>
<th>partial call</th>
</tr>
</thead>
<tbody>
<tr>
<td>subject (if any)</td>
<td>number 6</td>
</tr>
</tbody>
</table>

Examples (reduced in size):

<table>
<thead>
<tr>
<th>area</th>
<th>partial call</th>
</tr>
</thead>
<tbody>
<tr>
<td>CALIFORNIA--COUNTIES</td>
<td>3853</td>
</tr>
<tr>
<td>INYO</td>
<td>J5 C5</td>
</tr>
<tr>
<td>GEOLOGY</td>
<td></td>
</tr>
</tbody>
</table>

Note: for foreign nations, the political subdivisions are shown according to the format below:

<table>
<thead>
<tr>
<th>area</th>
<th>partial call</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPAIN--POLITICAL SUBDIVISIONS</td>
<td>6298</td>
</tr>
<tr>
<td>CACERES</td>
<td>C3</td>
</tr>
</tbody>
</table>

6 The partial call number includes only the area and subject elements common to all maps filed within a given folder.
For series:

- area
- subject (if any)
- producer
- title of series
- scale

Examples (full size):

- GREAT BRITAIN (SERIES) 5820s
- GREAT BRITAIN. ORDNANCE SURVEY 63
- ONE INCH ORDNANCE SURVEY (OLD SERIES, FACSIMILE OF FIRST EDITION) 66
  1:63,360 1 - 47
Examples (full size):

<table>
<thead>
<tr>
<th>COLORADO (SERIES)</th>
<th>3861s</th>
</tr>
</thead>
<tbody>
<tr>
<td>RESERVATIONS</td>
<td>65</td>
</tr>
<tr>
<td>USBLM</td>
<td>125</td>
</tr>
<tr>
<td>PUBLIC LANDS OUTDOOR RECREATION MAPS, COLORADO</td>
<td>U5</td>
</tr>
<tr>
<td>1:125,000</td>
<td></td>
</tr>
</tbody>
</table>

Pre-printed, gummed folder labels are used in the Map Library at the University of California, Los Angeles. Different label colors distinguish folders containing single-sheet maps from folders containing series maps. Form lines and certain basic designations are pre-printed. Information on the contents of a given folder may be supplied by hand or typed. The staff is pleased with the results and have no changes to recommend. Samples of the UCLA folder labels may be obtained by writing to Carlos B. Hagen, Director, Map Library, University of California, Los Angeles, California 90024.

In the Map Division of the Library of Congress, the original copy of the cataloging work sheet is used as a folder label. The information is typed on a pressure-sensitive, multiple-copy form. Samples may be obtained from the Library of Congress by writing to David K. Carrington, Geography and Map Division, the Library of Congress, Washington, D.C. 20540. The content of the folder label is identical to the catalog unit. In this way, a complete bibliographic record is filed with each map. The production of folders is not a separate, time-consuming task but part of the essential function of cataloging.

Three different solutions to the design and production of folder labels are described above, in addition to one library's approach to drawer labels. Each collection is unique in purpose, use, size, variety of holdings, and method of storage. All of these factors should influence any consideration of labeling and consequently solutions will vary. Whether or not any of the formats described above are appropriate to your collection is beside the point. The main purpose of the paper is to emphasize the value of labels and the care with which they should be designed. In short, the paper is one answer to the impatient question: "Why bother?"

RESUME AND BIBLIOGRAPHY FROM:
MAP PRESERVATION

(Panell, Spring 1970 Meeting of the Western Association of Map Libraries)

MAP PRESERVATION: GENERAL ASPECTS, A SUMMARY

by

Edward P. Thatcher

Some measures which map librarians may take to reduce wear and general abuse of map sheets are pointed out with illustrations from the practice, and failures to meet the ideal, at the University of Oregon. Practices, good and bad, may be determined for the librarian by the type of storage equipment and size of his library. Horizontal drawers of maximum depth each of two inches have long been recommended. Vertical storage in plan-files may be effective for sheets of near uniform size and under little demand. For the factors of uniformity of sheet size and of total mass in a drawer there are optima which may be controlled, but, practically, the optima for preservation may be unattainable. The refiling of one, or very few maps, in a sequence (with all four of the librarian's hands in perfect coordination - for example, into an A-B pile of USGS topographic quadrangles of Texas) reduces exaggeration of small tears into greater fractures of paper. Desirable for preservation, but with undesirable side-effects, is storage of map series by age or frequency of use.
Assuming by weight of authority that maps should never be refolded, (some papers will break after one refolding), I find that if a map is rolled and placed in a mailing tube before its departure with a borrower, it is more likely to be returned in good, smooth refiling condition. Several authorities cited in our reference list state that covers and folders used in map drawers should be of acid-free stock since acid paper tends to discolor maps upon long contact.

11.

BIBLIOGRAPHY: MAP PRESERVATION

compiled by

David L. Snyder, Stanley Stevens and Edward P. Thatcher


Brown, Lloyd A.  Notes on the care and cataloging of old maps. Windham, Conn. Hawthorne House, 1940.


(Globes)  The repair of globes. A lecture given at the meeting of the Internationale Vereinigung Meister der Einbandkunst, Royal Library, Stockholm, Sept. 1966. Excellent description of the repairing of

Goodwin, Marie C.


Fawken, William R.


Heawood, E.


Hirsch, A.A.


Juhlin, Alton P.


Kramer, Fritz


Lacy, Dan


Layng, T.E.


Le Gear, Clara


Lynn, Lyman D.


Mackin, J. Hoover


Maling, D.H.

Maps: care and use

American Archivist 1:105, 1938; 3:9, 1940;

Maps and globes


Maughan, Edwin K.

Binding maps for easy reference. Amer. Assoc.
for binding large maps into post binder for conveni-
ent reference and storage.

New mounting cloth for
cloth backing maps,
records and charts

Canadian Surveyor 7(8):21, 1942. Describes "Charte
Cloth" which can be ironed on a map.

Royal Geographical Society. Storage and conservation of maps. Report

Schmitz, Julia M.

15:765-7, 1940-41.

Stanford, Edward

Methods of map mounting with illustrations.
London, 1890.

Thiele, Walter

The care of maps. Official map publications.
maps in shallow horizontal drawers.

Throop, Vincent M.

149-150, August 18, 1933. The mounting of maps
on cloth at Syracuse University.

U.S. Army Map Service

Preservation of maps by lamination. U.S. A.M.S.
Bulletin No. 37, 8 pp., June 1961.

U.S. Army Map Service

Map mounting. U.S. A.M.S. Bulletin No. 41, 15 pp.,
June 1964.

Woodward, Frances

Archival maps. Assoc. of Canadian Map Libraries,
2nd annual conference. Proceedings, June 1968,
RESUMES FROM: THE CONTROL OF MAP ACQUISITIONS

(Panel II, Spring 1970 Meeting of the Western Association of Map Libraries)

I.

CONTROL OF ACQUISITIONS IN THE MAP ROOM
THE UNIVERSITY OF CALIFORNIA
SANTA BARBARA

by

Robert Sivers

Basically, any acquisitions control program for a map library is a system designed to get what the collection needs as fast and inexpensively as possible. Its adequacy is measured by how efficiently it attains these goals with the least possible input of labor.

The UCSB Map Room system described below was established to handle a maximum load of 20,000 sheets per year, composed of approximately 30% series titles and 70% single sheet and set titles for a world-wide, multi-subject collection. Excluding typing time, most of which is performed outside the Map Room, and order generating time, the total acquisitions effort from submission of the order through check-in and the final status report requires about 3/4 FTE student-assistant labor.

Basic Decisions and Procedures

Two basic decisions determined the general procedures to be used in the acquisitions program.

1. It was decided that the Map Room would assume responsibility for all ordering and receiving tasks other than final order approval, preparation of order slips, and issuing payment to the vendor. Such an arrangement benefits most map library acquisitions programs. Adequate space and the special training necessary for interpretation of scales, mapped subjects, and for index-map marking are seldom available in book-oriented Order Departments, in addition, ordering and processing priorities can optimally be set by the map librarian rather than personnel in other departments.

2. It was decided to emphasize ordering from map publishers rather than map dealers. Cost studies indicated that extra labor expenses required solely for ordering directly from map producers
are less than the average dealer surcharge when the annual purchase rate approaches 5,000 map sheets.

However, map dealers were authorized for use when: a) the vendor's address for a particular desired map could not be determined, b) whenever a map producer refused to sell directly to the Map Room (for example, the Directorate of Overseas Surveys, the Institut Geographique Nationale, and c) whenever there existed a need to order miscellaneous, low cost maps produced by a large variety of map publishers.

The Files and Forms

Given these basic decisions, it became necessary to think of the procedures needed to implement them most efficiently. A description of the work routines invented for this purpose is not within the scope of this resume; instead, the five files and seven forms in current use for acquisitions of the Map Room will be briefly discussed.

1. The Vendor Address File includes one 3" X 5" card for each map producer or map dealer known to the Map Room staff at UCSB. The addresses are recorded on cards because of varying degrees of address completeness on the documents received. The address, plus entries indicating the most recently received price list from a given vendor provide an efficient method for determining the need to request updated lists. The arrangement of the file is by nation or dependency, subdivided by government and non-government agencies.

2. The Vendor Publications File includes current as well as superseded catalogs and price lists. The arrangement is the same as that of the Vendor Address File. The Vendor Publications File provides information necessary for the cataloging and reference functions in the Map Room as well as the acquisitions function.

3. The Free Maps File contains xeroxed or typed lists of free map distributors. These lists, for the most part, contain addresses of Chambers of Commerce, road map distributors, and tourist agencies. The addresses are arranged in lists because they provide a more efficient format for mass-mailing projects.

4. The Order File contains copies of all orders originating in the Map Room. The file is divided into a sequence for completed orders and another for incomplete orders. Both sequences are arranged by a unique order number assigned by the Order Department. The order forms used are of three kinds: a) one for
single sheet and small set orders, b) another for initial orders of maps issued as a series, and c) a follow-up order form. Each type of order requires different instructions and handling. The first two forms contain an area which indicates the need for correspondence and a record of action taken on follow-up correspondence. Copies of all transactions and correspondence with a particular vendor are attached to the order form as a record of the transaction.

5. The Order Control File provides additional means of access to the Order File. The file is divided into a vendor section and an area section. Within each section, the cards are arranged alphabetically by the assigned headings. The area cards are headed by the name of a nation, dependency or geographic area. Beneath such headings are listed the order numbers and vendors to whom orders have been placed for maps of these areas. When an order is completed, a date is entered next to the vendor's name.

The second type of card is headed by the name of the vendor underneath which is entered the numbers assigned the orders sent to the vendor and the geographic area covered by the maps requested. These cards are often used for access to the Order File, because much vendor-originated correspondence does not state the order number and other necessary information. The Order Control File is also used to provide quick access to outstanding orders for a particular area, so that duplicate ordering can be avoided.

6. When partial or complete shipment on a given order is received, the status of the order, request for payment, and the number of maps received is reported to the Order Department.

Changes in and Evaluation of the System

Optimum efficiency in any system is seldom, if ever, attained. The system for control of acquisitions just described has undergone many changes since 1967 when it was first established in much more primitive form. Doubtless it will undergo further changes as new problems are encountered and new solutions invented. What is evident in the present system is that a majority of the data generated in controlling acquisitions is necessary in the reference and cataloging functions of an active map library. This, plus the savings in time and acquisition funds through direct dealing indicates that the investment in its operation is money well spent.
II.

ACQUISITIONS CONTROL WHEN DEALING THROUGH A
CENTRAL ACQUISITION DEPARTMENT:
UC BERKELEY'S EXPERIENCE

by

Sheila Dowd

When the actual placing of orders, follow-up, and payment is handled by an
acquisition department, the map room's acquisition procedures can be quite
simple. In the Berkeley Map Room an order card is prepared with one
carbon. The card is sent to the Acquisition Department where, after an
IBM order form is prepared from the information supplied, it is filed in
the library's current acquisition file (CAF) under "Maps" and then the
bibliographic main entry. The Map Room's carbon is placed in an order file
arranged by area, using the area headings in our area classification scheme.
This file is cleared when the map is cataloged. In preparing new orders,
we need usually check only our catalog and our order file, with very
occasional verification in the CAF.

The most difficult aspect of acquisition control is the keeping of serial
standing orders up-to-date. Few publishers or dealers can be depended on
to supply maps automatically on standing orders. Some publishers supply
frequent lists of new sheets available in series (e.g., USGS, Ordnance
Survey of Great Britain, Institut Geographique National, Canadian Department
of Energy, Mines and Resources), and some dealers' catalogs are of help
(e.g., those of Zumstein and Rolae- und Verkehrsverlag). But for many
series it is necessary to write to the publisher at intervals, requesting an
index or list of sheets, check this list against holdings, and claim. To
facilitate this process we use a colored 3" X 5" "claim record" card filed
behind the catalog card for sets being acquired on standing order. Date-of
claim is entered, with record of sheets claimed (or, if list is too long,
reference to correspondence file). Colored cards stand out in catalog,
and make it easy to review the state of standing orders at desired intervals.
Claims are written out on claim forms and sent to the Documents or Serials
Departments, as appropriate; all correspondence and follow-up are handled
by them.

The principal advantage of centralized acquisition are the obvious great
saving of time for the Map Room staff - time which can be diverted from
clerical work to more specialized tasks such as cataloging; and the fact
that all the Library's outstanding orders can be reviewed in one file. In
practice we experience no disadvantages in the procedure of claiming on
standing orders, as both Documents and Serials are competently staffed to
offer good service. The placement of new orders through the Acquisition Department is often slow, since map orders compete with a great bulk of other orders for attention. Also, the Acquisition Department staff is not always so knowledgeable about map sources as is the Map Department staff; but this difficulty can be overcome by the simple expedient of sending suggestions as to source along with the order.

III.

ACQUISITIONS CONTROL THROUGH A PROCEDURE OF DIRECT DEALING--THE UCLA MAP LIBRARY

by

Evelyn Percival

The control of acquisition begins just after the decision has been made of what to acquire and from whom. This control does not involve acquisition policies, but involves the ordering process and the follow-through to that ordering process. The control of acquisitions of maps and similar materials involves many problems of control unique to a map library.

Three basic types of ordering procedures are used at the UCLA Map Library. Personal letters, the first type, are held to a minimum because of the labor involved. Order forms for use in requesting specific materials, the second basic type, were in the past used for most of our orders. We have designed order forms in English, French, Spanish, and German. In the last few months we have devised a similar order form for use in requesting complimentary free materials of a specific nature. This is a handy form for those libraries who must stay within a very limited acquisitions budget.

The third ordering procedure is the use of generalized form requests for free materials. These requests have been designed for chambers of commerce on the U.S. and Canada, government agencies in Latin America, state libraries, and foreign embassies in the United States.

Anyone desiring xeroxed copies of any of the order forms or address lists mentioned above can send an inter-library loan request to my attention at the UCLA Map Library.

The follow-through, or claiming procedure, used at the UCLA Map Library is quite involved. Central to follow-through is our claim file in which copies of orders are retained until responses have been received. Theoretically,
a follow-up order should be sent to domestic companies three or four months after the original order and to foreign companies six months after the original order.

Two types of orders are not kept in the claim file. The first, generalized form requests for free materials are followed-up by a simple method. As free materials are received, the names of the donors are checked off on a list of all the names and addresses to whom requests were sent. If no reply has been received from an addressee within a period of several months, another copy of the form letter can be sent. Subscription orders and standing orders are the second type of order not kept in the claim file. Periodical subscriptions are recorded in a periodical file and are usually claimed through our Serials Department. Non-periodical subscription orders will soon be recorded in a standing order file. This file will be composed of form sheets for each standing order filed by country name on which standing order agreements are detailed. Irregularly received standing orders which are numerous in a Map Library especially need to be recorded in a standing order file.

In actual practice, follow-up orders have been relatively neglected at the UCLA Map Library because of the lack of personnel time to perform all functions in a map library which has an inadequate personnel budget and because of the lower priority assigned to acquisitions as compared to circulation. The claim file has evolved into a very cumbersome file and it is reviewed only haphazardly at irregular intervals. In many cases we have had to rely on map and atlas publishers to send us all materials for which we have been placed on a standing order. The standing order file will aid in this claiming, but its implementation will probably have to be very gradual. As a result of neglect to the claiming procedures, some materials which are ordered are not received. The lesson to be learned from the UCLA Map Library is that the amount of materials which are specifically requested should be limited by the time available for claiming procedures.
BIBLIOGRAPHY FROM:  HOW TO START A SMALL MAP LIBRARY  
(PANEL III, SPRING 1970 MEETING OF  
THE WESTERN ASSOCIATION OF MAP LIBRARIES)  

COMPiled BY  
MIMI SAYER  

GENERAL  


ANDERSON, F.J. "INEXPENSIVE MAP COLLECTION FOR A SMALL LIBRARY." WILSON LIBRARY BULLETIN, V.29 (DECEMBER 1954) P.313+.  

Bahn, C.L. "MAP LIBRARIES, SPACE, AND EQUIPMENT." BIBLIOG. SPECIAL LIBRARIES ASSOCIATION GEOGRAPHY AND MAP DIVISION BULLETIN, V.46 (DECEMBER 1961) P.3-17.  

Baynton-Williams, R. INVESTING IN MAPS. NEW YORK, POTTER, 1969. 160P.  

BoLSHAW, H. "IVAN ALLEN MAP COLLECTION AT THE ATLANTA PUBLIC LIBRARY." BIBLIOG. SPECIAL LIBRARIES ASSOCIATION GEORGIA CHAPTER BULLETIN, V.4 (MARCH 1959) P.8-9.  

Brahmo, S. "ROLE OF MAPS IN LIBRARY SERVICE." HERALD OF LIBRARY SCIENCE, V.5 (JULY 1966) P.203-209.  


Bryan, H.M. "HARVARD COLLEGE LIBRARY MAP COLLECTION." SPECIAL LIBRARIES ASSOCIATION GEOGRAPHY AND MAP DIVISION BULLETIN, NO.36 (APRIL 1959) P.4-12.  

"CONFERENCE ON AUTOMATION IN FEDERAL MAP LIBRARIES." LIBRARY OF CONGRESS INFORMATION BULLETIN, V.27 (NOVEMBER 27, 1968) P.717-718.  


Geographical Magazine, for April 1960, is a special issue entitled Atlases and mapmaking.


Ragsdale, R.C. "Topographic maps; file 'em and find 'em!" *California Librarian*, v.18 (July 1957) p.163-165+.


Bibliography


"Distinctive recent maps." See issues of Surveying and Mapping.
Draziowsky, R. "Bibliographies as tools for map acquisition and map collection." Cartographer, v.3 (December 1966), p.138-144. 


"Map information." See issues of Surveying and Mapping.

Stephenson, Richard W. "Published sources of information about maps and atlases." Special Libraries, v.61, no.2 (February 1970) p.87-98.


"A time saver list of sources for maps for sales executives." Sales Management, v.74 (May 1, 1955) p.78-80+


"Where to get good maps." Supervisory Management, v.11 (March 1966) p.31-33.
Cataloging and Classification


---


**AN ESSAY REVIEW**

by

Carlos Hagen

Due to the importance of this book, I will present a rather detailed review of its contents.

The first chapter, entitled "The Techniques of Modern Cartography" is much too short and written in a rather hurried style. But the main shortcoming is the total absence of any illustrations. It is difficult, if not impossible, to discuss aerial photography, mosaics, grids, projection systems, lettering and so on without the benefit of a single figure or illustration. The engineer, surveyor, of photogrammetrist may, perhaps, at his professional level do without them, but the level of the text will probably offer nothing new to these specialists. For the beginner, on the other hand - and the text is clearly geared to him - and especially map librarians it is most difficult to understand what is being said without the benefit of figures and illustrations. Moreover, the text, as in the rest of the book, is presented with hardly any separation, spacing, or indentation, a feature which aggravates the matter. This format makes the reading quite exhausting and it is most difficult for the reader to refer back to a particular section.
Chapter two entitled "International Maps and Atlases" offers a very comprehensive and up to date survey of these materials. However, the text suffers considerably due to the format already mentioned. Another observation is that in this chapter as in the rest of the book the text frequently reads almost as transcriptions of class notes. Throughout the book we find sentence structures such as: "This atlas...should be mentioned in this context. Then there are the...then...and then...The...atlas was also produced in...and also...and also another one was... Then..."

Chapter three "National and Regional Maps and Atlases" and Chapter four "Thematic Maps and Atlases" constitute the main body of the book. The author shows a great knowledge of these materials, and in these two chapters we find a wealth of information generally up to date through the middle or even late sixties.

However, there is a great difference in emphasis and depth of coverage between various regions reflecting perhaps the sources available to the author in Great Britain. Thus, in a number of cases, we find references to obscure or little known maps and atlases while occasionally some major maps or series are left out. Just to mention two cases that came to my attention: under Iceland no mention at all is made of the various maps, map series, and city plans published by their national mapping agency. Then Paraguay is taken care of in only two lines (7): "A similar cartographical organization...(comparing this to Bolivia)...exists for Paraguay, where topographical mapping is the responsibility of the Instituto Geografico Militar, Asuncion". The author seems to be unaware of the existence of the excellent series of publications entitled Annotated Index of Aerial Photographic Coverage and Mapping of Topography and Natural Resources which were prepared only a few years ago by the Organization of American States for each country member of that organization. The folio covering Paraguay contains four large diagrams of that country showing the coverage of aerial photography, topographic and planimetric mapping, geologic mapping and vegetation mapping and lists twenty organizations that have or are publishing maps of Paraguay.

Chapter three is organized by geographic regions while Chapter four is organized thematically, which is a natural arrangement, but, unfortunately, presents difficulties as there are no regional cross references for Chapter four except the general index which for this particular purpose leaves much to be desired.

The format of both Chapters equally suffers from lack of proper spacing and organization and a transcription-like style.
Chapter five, "Map Librarianship", is a general account, mostly from a British point of view, of various aspects of map librarianship. However, in my opinion, it is far too short and again suffers considerably due to lack of illustrations, especially when the author discusses aspects such as equipment and physical facilities.

Finally, the index is most impressive, occupying 122 pages. Yet on close examination it is mostly an index of all the names and titles which appear throughout the text. For example, if, in the chapter dedicated to world mapping, a certain country or region is only mentioned as an example of what appears in a particular series, that name is listed in the index for that page, which, for this purpose, is almost totally meaningless. On the other hand, the contents and cross references under subjects are rather inadequate and should be used with much caution.

In general, it can be said that the author undoubtedly has a great amount of knowledge and experience. Moreover, the wide scope of this work is truly admirable and it represents an immense amount of work and dedication. Unfortunately, the book suffers considerably due to a very inadequate format (almost no spacings, paragraphs, logical divisions or much needed indentations), a complete lack of any figures and illustrations, and a rather exhausting style which strongly reminds one of class notes or literal transcriptions of talks. One cannot but wonder if this was indeed the case or if the author's style is too influenced by pedagogical activities. Due to all these factors, the book gives the impression of a work hurriedly and economically produced.

In terms of format, arrangement, organization of the material and the presentation of supporting data (illustrations, tables, etc.) this book suffers considerably if compared with three other works which are good examples of what can be done in this field. They are:

Olson, Everett C. and Whitmarsh, Agnes. Foreign Maps, N.Y., Harper & Bros., 1944, 237p. This work is, unfortunately by now, hopelessly out of date.


One cannot but wonder if the book by C.B. Muriel Lock as presently conceived is beyond the grasp of any single individual. One immediate observation and wish is that the most difficult and important part, that is, Chapters 2, 3, and 4, could perhaps be issued as a separate volume, or even as three
separate volumes, but covering the subject more in depth and providing a better and more logical arrangement and providing also extensive and meaningful cross-references. Besides the books mentioned above as comparisons, others that any author planning such an undertaking should by all means consider as examples of presentation and organization are the series of monographs mentioned earlier that the Organization of American States has prepared for every country member of that organization. Publications of this type are badly needed. Perhaps their regular preparation might be a project for international organizations such as the UN, UNESCO, or others. Monographs such as those produced by the OAS are vital tools not only for libraries but mainly for economic development and they should be updated frequently so as to keep them current.

Despite the many shortcomings discussed, the book by C.B. Muriel Lock is a remarkable work that, used with due caution, contains an immense and valuable wealth of information. Without any question this book should be a must, as a reference as well as an acquisitions tool for any map library, regardless of size.

SOURCES OF FREE MAPS FROM CENTRAL AMERICA, SOUTH AMERICA AND AFRICA

compiled by

Sandra Batterlee

1.

Central and South America

**Argentina**

National Tourist Bureau of Argentina
Uruguay 291
Buenos Aires, Argentina

Consulate General of the Argentine Republic
870 Market Street
San Francisco, Calif. 94102

**Bolivia**

Direccion Nacional de Turismo
Avenida Camacho
La Paz, Bolivia

**Brazil**

American Express
Rua Mexico 748
Rio de Janeiro, Brazil
British Honduras

Director
Government Information Services
Belize, British Honduras

R.L. Clark, Secretary
Tourist Board Office
P.O. Box 325
Belize City, British Honduras

Chile

Servicio Nacional de Turismo
Santlago, Chile

Colombia

Stella Cardona R.
Corporacion Nacional de Turismo - Columbia
Carrera 10, No. 24-41
Bogota, Colombia

Costa Rica

Director
Instituto Constarricerse de Turismo
Calle Primera
San Jose, Costa Rica

Ecuador

Mr. Paul E. Calvet, Secretary
Ecuadorian American Association, Inc.
55 Liberty Street
New York, New York 10005

El Salvador

Instituto Salvadoreno de Turismo
Calle Ruben Dario, No. 619
San Salvador, El Salvador

French Guiana

French Government Tourist Office
510 Fifth Avenue
New York, New York

Guatemala

Guatemala Tourist Commission
560 Pacific Avenue
San Francisco, Calif. 94133

Guyana

Guyana Development Corporation
Bank of Guyana Building
High Street
P.L. Box 708
Georgetown, Guyana, South America

Honduras

Mr. Oscar Diaz
Copan Tours
Tegucigalpa, Honduras

Mexico

Mexican Information Office
Department C9-5
Mexico House
9445 Wilshire Blvd.
Beverly Hills, Calif. 90212

Nicaragua

Senor Francisco Jose Olivas Zuniga
Promotional Assistant
Direcccion Nacional de Turismo
Apartado 122
Managua, D.N., Nicaragua
Paraguay
Consulate General of Paraguay
32 Broadway
New York, New York 10004

Panama
Director
Instituto Panameno de Turismo
Chamber of Commerce Building
Avenida S, 33A-18
Panama City, Panama

Panama Government Tourist Bureau
630 Fifth Avenue
New York, New York 10020

Peru
Consulate General of Peru
785 Market Street
San Francisco, Calif. 94105

Surinam
Tourist Bureau and Information Office
10 Kerkplein
Paramaribo, Surinam

Surinam Tourist Bureau
10 Rockefeller Plaza
New York, New York 10020

Uruguay
Director
The Ministry of Communications,
Tourism and Transportation
Agraciada 1409
Montevideo, Uruguay

Venezuela
Director
Department of Tourism
Ministry of Development
Centro Simon Bolivar
Edificio Sur-Piso 9
Caracas, Venezuela

Africa

Algeria
Director
Office of National Tourism
Place Cheik Ben Badis
Algiers, Algeria

Angola (con't)
Centro de Informacao e Turismo de Angola
P.O. Box 1240
Luanda, Angola

Angola
Agencia Atlas de Viagens, Lda,
Largo D. Joac IV
P.O. Box 6205
Luanda, Angola

Botswana
Embassy of Botswana
1825 Connecticut Avenue, N.W.
Suite 310-311
Washington, D.C. 20009
Burundi
Embassy of the Republic of Burundi
1875 Connecticut Avenue, N.W.
Suite 114
Washington, D.C. 20009

Cameroon
Office National Camerounais du Tourisme
B.P. 266
Yaounde, Republic of Cameroon

Chad
Director
Office of National Tourism
Post Box 748
Fort Lamy, Chad

Congo (Brazzaville)
Director
Office of National Tourism
Post Box 456
Brazzaville, Congo

Congo (Kinshasa)
Director
Department of Information
Kinshasa, Democratic Republic of the Congo

Dahomey
Director
Office of National Tourism
Post Box 89
Cotonoy, Dahomey

Dahomey (con't)
Dahomey Embassy
6600 16th Street
Washington, D.C.

Ethiopia
The Ethiopian Tourist Organization
P.O. Box 2183
Addis Ababa, Ethiopia

French Somaliland (now called French Territory of the Afars and Issas)
French Consulate
2570 Jackson Street
San Francisco, Calif.

Gabon
Director
Office of National Tourism
Post Box 403
Libreville, Gabon

Gambia
Bathhurst Chamber of Commerce
P.O. Box 333
Bathurst, Gambia

Ghana
Director
Ministry of Information and Tourism
Accra, Ghana

Consulate of Ghana
565 Fifth Avenue
New York 17, New York

Guinea
Republic of Guinea Embassy
2112 LeRoy Place N.W.
Washington, D.C.
Ivory Coast

Director
Office of National Tourism
Post Box 2612
Abidjan, Ivory Coast

Kenya

Permanent Secretary
Ministry of Tourism and Wildlife
P.O. Box 30027
Nairobi, Kenya

Lesotho

Lesotho Embassy
1716 New Hampshire
Washington, D.C.

Liberia

Consulate General
1120 Avenue of the Americas
New York, New York 10036

Libya

African Tourist and Travel Bureau
Lenghe Building
Istiklal Street
P.O. Box 400
Benghazi, Libya

Malagasy Republic

Malagasy Republic Embassy
2374 Massachusetts Avenue N.W.
Washington, D.C.

Malawi

Director
Tourism Development Office
P.O. Box 51
Zomba, Malawi

Mali

Ministry of Information and Tourism
Post Box 46
Bamako, Mali

Mauritania

The Mission of the Mauritanian Republic to the United Nations
8 West 40th Street
New York, New York

Morocco

Moroccan National Tourist Office
341 Madison Avenue
New York, New York

Mozambique, and Portuguese Guinea

Consulate General of Portugal
320 West Washington Street
San Francisco, Calif. 94113

Niger

Director
Office of National Tourism
Post Box 612
Niamey, Niger
Nigeria
Secretary-General of the
Nigerian Tourist Association
P.O. Box 2944
Lagos, Nigeria

Republic of South Africa
South African Tourist Corporation
5465 Wilshire Blvd.
Beverly Hills, Calif. 90212

The Secretary
Department of Tourism
Ad Astra Building
Pretoria, South Africa

Spanish Sahara
Spanish Tourist Office
453 Post Street
San Francisco, Calif.

Sudan
Ministry of Information
Office of Tourism
Khartoum, Sudan

Swaziland
United Nations Mission
125 East 50th Street
c/o Hotel Beverly
New York, New York 10022

Tanzania
Tanzania Tourist Services, Ltd.
P.O. Box 1638
Dar-es-Salaam, Tanzania

Togo
Director of National Tourism
P.O. Box 1177
Lome, Togo

Somalia
Embassy of the Republic of Somalia
Universal Building, Suite 1109-1110
1875 Connecticut Avenue N.W.
Washington, D.C.
Uganda

Uganda Tourist Association
Shimoní Road, P.O. Box 1542
Kampala, Uganda

United Arab Republic (Egypt)

Egyptian Tourist Administration
5 Adly Street
Cairo, Egypt

Upper Volta

Embassy of the Republic of Upper Volta
550 16th Street N.W.
Washington, D.C.

Zambia

Director
Zambia National Tourist Office
P.O. Box 17
Lusaka, Zambia

NEW MAPPING OF WESTERN NORTH AMERICA
compiled by
Anna Chiong, Ruth Elwenger, and Edward Thatcher

WESTERN NORTH AMERICA--REGIONS

Electric Power Plants in the Pacific Northwest, 1:4,500,000, 1969. Bonneville Power Administration, 1002 N.E. Holladay Street, P.O. Box 3621, Portland Oregon 97203


CALIFORNIA

California Lost Mines and Ghost Towns; Early Spanish Missions, no scale given, 1969. Cooper Enterprises, 5020 N. 70th Street, Scottsdale, Arizona 85251.


Industrial Development Map, Los Angeles Five-County Area, 1:316,800, 1969. Los Angeles Area Chamber of Commerce, Industrial Development Committee, 404 S. Bixel, Los Angeles, California, 90017.


Incorporated Areas, Santa Clara County, January 1969, 1:126,720, 1969(?). Santa Clara County Planning Dept., 70 W. Hedding Street, San Jose, Calif. 95110.

Supervisory Districts, Shasta County, California, December 1, 1969, 1:126,720, 1969. (Map of supervisory districts may be available from County Board of Supervisors of each county.)

OREGON

Western Lane Forest Protection District, 1:126,720, 1969.


Prineville Unit, West Central Oregon District, 1969.

Sisters Unit, West Central Oregon District, 1969.

all available from: Oregon Forestry Department, Salem, Oregon.

Portland Area, Bonneville Power Administration Transmission Program, 1:1,000,000, 1970. Bonneville Power Administration, 1002 N.E. Holladay Street, P.O. Box 3621, Portland, Oregon 97208.

County Maps, Jackson County, Josephine County, Tillamook County, Curry County revisions, 1:63,360, 1969-70. Oregon State Highway Division, State Highway Building, Salem, Oregon.
WASHINGTON


Seattle Area, Bonneville Power Administration Program, 1:1,000,000, 1970.

Spokane Area, Bonneville Power Administration Program, 1:1,000,000, 1970.

Both available from: Bonneville Power Administration, 1002 N.E. Holladay Street, P.O. Box 3621, Portland, Oregon 97208.
NEWSLETTER

NEW OFFICERS FOR 1970/71

As a result of the recent election and the provisions of the WAML constitution, the following officers will serve during 1970/71:

President

Mary Schell
Head, Government Publications
California State Library
P.O. Box 2037
Sacramento, California 95809

President-elect

Edward Thatcher
1812 Villard Street
Eugene, Oregon 97403

Secretary

Ruthanne Lowe
Map Library
University of California
Los Angeles, California 90024

Treasurer

Stanley Stevens
Map Librarian
University Library
University of California
Santa Cruz, California 95060

Immediate past president

Robert Sivers
Map Room
Sciences-Engineering Library
University of California
Santa Barbara, California 93106

All contributions to the WAML Information Bulletin should be addressed to Mary Schell. Membership inquiries as well as subscriptions should be addressed to Stanley Stevens. Detailed program information should be sent to Edward Thatcher; suggestions for the program to Mary Schell or Edward Thatcher. Requests for information about previous publications should be sent to Sheila Dowd, Map Room, General Library, University of California, Berkeley, California 94720.
NEW NAME AND FORMAT FOR THE NEWSLETTER

The Newsletter, as the reader must realize by now, has changed considerably since the last issue. With a growing membership and the submission of full articles, both the name of our publication and its format were no longer appropriate or adequate. As a result, the Executive Committee authorized the change of title and the charging of a $5.00 subscription to non-members.

In addition to full articles, we hope to include reviews of atlases and books, bibliographies of important periodical articles of interest to western map libraries, and a listing of new maps covering any part of western North America and the Pacific.

The aim of the publication is to serve the interests of its members in ways that are not now being served by other publications. Only your comments and your contributions to these pages will let us know whether we have measured these interests with enough accuracy.

RESULTS OF BALLOT ISSUE

The following proposal was voted on by the membership as a result of the April 24, 1970 ballot:

"The Executive Committee shall be directed to hold general meetings of the Western Association of Map Libraries alternately on Fridays and Saturdays."

The membership passed the proposal.

Robert Sivers

ORGANIZATION OF WAHL ARCHIVES

The WAHL Archives are at present being organized, and will be housed in the Map Room of the University of California, Berkeley. The permanent files will include minutes, programs of meetings, reports of officers, newsletters,
formal publications of the Association, and a copy or copies of reprint materials distributed at meetings. Most correspondence will be retained for five years only; but certain letters reflecting matters of policy or history will be kept in the permanent file. In particular, the correspondence of the period leading up to the July 1967 constituent assembly of WAML - letters of Ed Thatcher dated as early as 1959, launching the idea of an association of map librarians, and the follow-up correspondence that resulted in the first ad hoc assemblage of November 1966 - are being retained for the benefit of the organization's future biographer.

There are many gaps in the archives as currently assembled; any members who are willing to part with their copies of appropriate materials are invited to send them to the undersigned at the following address: Map Room, 137 Library, University of California, Berkeley, 94720. Former officers are especially urged to examine their files, and consider whether they are holding items which might properly be included in the archives. Please indicate if material sent may be discarded if superfluous, or should be returned to the sender.

Sheila Dowd

MINUTES OF THE SPRING MEETING 1970
WESTERN ASSOCIATION OF MAP LIBRARIES

Special Collections Room
University Library
University of California
Santa Cruz, California

9:25 a.m.
Saturday
25 April 1970

Attendance

Anna F. Blustein
Kathleen Brennan
Barbara M. Christy
Gertrude Cordts
David G. Cowan
Sheila Dowd
Herbert S. Fox
Hilda Gallagher
Barry Gardner-Smith

University of California, Los Angeles
Western Washington State College
University of California, Santa Barbara
Oakland Public Library
California State Lands Commission
University of California, Berkeley
Fresno State College
Santa Cruz Public Library
Scripps Institution of Oceanography
MINUTES (continued)

Donna M. Glenn
Carlos B. Hagen
Phil Hoehn
C.R. Krieger
Mary Larsgaard
Ruthanne M. Lowe
Beatrice Lukens
Jerome B. Munday
Robert Nadey
Evelyn Percival
Brian F. Phillips
Mimi Sayer
Mary Schell
Robert Sivers
Gerald C. Smith
Mr. & Mrs. David L. Snyder
Mary Spellman
Stanley D. Stevens
Edward P. Thatcher
Karyl Tonge
Fredrica H. Whyte
Maureen F. Wilson
Frances Woodward

University of California, Berkeley
University of California, Los Angeles
University of California, Berkeley
California Division of Highways
Central Washington State College
University of California, Los Angeles
University of California, Berkeley
San Jose State College
California State Lands Commission
University of California, Los Angeles
Simon Fraser University, Vancouver, B.C.
San Francisco State College
California State Library
University of California, Santa Barbara
California State Lands Commission
California State Archives
University of Nevada
University of California, Santa Cruz
University of Oregon, Eugene
Stanford University
Rancho Los Cerritos, Long Beach
University of British Columbia, Vancouver
University of British Columbia, Vancouver

The meeting was called to order by Robert Sivers, President of the Western Association of Map Libraries, at 9:25 a.m.

Map Preservation
Edward Thatcher, Panel Coordinator

Edward Thatcher, as panel chairman, introduced the topic and cited the measures he recommends in order to prevent misuse of maps. David L. Snyder presented the more technical aspects of map preservation, outlining the steps of restoration and preservation used at the California State Archives. Microfilming of maps, both for the purposes of acquisition and preservation, was discussed by Stan Stevens who related his own experiences with the color microfilming of Sanborn maps. He stated his willingness to share his personal experiences in deciding upon methods and equipment with anyone interested in such a project.
MINUTES (continued)

**The Use of Maps in Environmental Planning**  
Henry Baker, Senior Planner, Santa Cruz County Planning Department

Mr. Baker, the guest speaker, discussed the use his department makes of maps. As he demonstrated with numerous slides, the planners rely on standard USGS topographic sheets and other maps as sources of information about local vegetation, geology, etc., and in addition, it is necessary for them to make their own maps in order to record information such as zoning regulations. Only in this way can the increasing population be planned for in the wisest and most efficient manner. Relevant to current social issues, he pointed out that the Planning Department does not merely encourage development for development's sake, but asks itself if continual population growth in the area is actually desirable.

The afternoon session of the meeting was preceded by a tour of the UC Santa Cruz Map Room given by Stan Stevens.

**The Control of Map Acquisitions**  
Evelyn Percival, Panel Coordinator

The first panel of the afternoon was introduced by Evelyn Percival. Robert Sivers led off the discussion by presenting the control systems of UC Santa Barbara which have been devised after three years of experimentation. The pros and cons of dealing through the central acquisitions department at Berkeley were pointed out by Sheila Dowd while Evelyn Percival presented the system used at the UCLA Map Library which involves dealing directly with map dealers and producers.

**How to Start a Small Map Library**  
Mimi Sayer, Panel Coordinator

Fredrica Whyte gave a most informative talk on maps as sources of history, using as examples early maps of Long Beach, California that are in the Rancho Los Cerritos collection. Kathleen Brennan discussed the factors that influence the size of a map library and emphasized that whatever the size of the collection, interest in using it by the public must be generated and gave several ways this might be done. Mimi Sayer, in discussing criteria for selecting maps, emphasized careful selectivity and consideration of the needs of the clientele. Brief remarks on the basic map sets for small map libraries were made by Stan Stevens.
MINUTES (continued)

Several of the panel members had bibliographies for distribution.

It was moved and passed to dispense with the reading of the minutes of the
previous meeting.

Robert Sivers extended thanks to Mary Schell and Stanley Stevens for their
work in setting up the meeting.

There being no further business, the meeting was adjourned at 4:30 p.m.

Respectfully submitted,

Ruthanne M. Lowe, Acting Secretary
Western Association of Map Libraries

WESTERN ASSOCIATION OF MAP LIBRARIES
MEMBERSHIP ROSTER
As of May 1, 1970

Joan S. Allen
1935 Parrott Drive
San Mateo, Calif. 94402

Mary Ellen Bailey
3846 Kroy Way
Sacramento, Calif. 95820

Mrs. Annette Bartholomae
Social Science Division Library
Portland State College
Portland, Oregon 97207

Anne Beggin
Rand Corporation
1700 Main Street
Santa Monica, Calif. 90406

Mary Lloyd Blakeley
1644 East Mitchell Street
Tucson, Arizona 85719

Kathleen Brennan
Map Curator
Geography Department
Western Washington State College
Bellingham, Wash. 98225

Edwin Bryan, Jr.
Bernice P. Bishop Museum
Honolulu, Hawaii 96819

Karyle Butcher
617 De La Vista Avenue
Santa Barbara, Calif. 93103
MEMBERSHIP ROSTER (continued)

Anna Chiong
Geography and Map Library
415 Smith Hall
University of Washington
Seattle, Wash.  98105

Anne Christopher
Social Science Annex
University Library
University of Calif., San Diego
La Jolla, Calif.  92037

Miss Barbara Mae Christy
Map Librarian, Map Room
Sciences-Engineering Library
University of California
Santa Barbara, Calif.  93106

John P. Coll
2944 Pine Avenue
Berkeley, Calif.  94705

Albert A. Colombo
Assistant Professor of Geography
Geography Department
San Diego State College
San Diego, Calif.  92115

Gertrude Cordts
125 14th Street
Oakland Public Library
Oakland, Calif.  94612

David G. Cowan
California State Lands Commission
1600 L Street
Sacramento, Calif.  95814

Irene Louise Craft
636 N.W. 27th, Apt.11
Corvallis, Oregon  97330

Sheila Dowd
Map Room, General Library
University of California
Berkeley, Calif.  94720

C. Bradley Fay
Department of Geography
McGill University
Montreal 2, Province de Quebec
Canada

John Fetros
Science and Documents Dept.
San Francisco Public Library
Larkin and McAllister Streets
San Francisco, Calif.  94102

Herbert S. Fox
884 W. Rialto
Clovis, Calif.  93612

Jack Gardner
Nevada State Library
Carson City, Nevada  89701

Barry Gardner-Smith
Map Librarian, Library
Scripps Institution of Oceanography
University of California, San Diego
La Jolla, Calif.  92037

Betty Glasson
History Department
San Diego Public Library
820 E Street
San Diego, Calif.  92101

Donna M. Glenn
2308 Warring, Apt.103
Berkeley, Calif.  94704

Mrs. Azelea Gorby
Natural History Museum
P.O. Box 1390
San Diego, Calif.  92112
MEMBERSHIP ROSTER (continued)

Betty Hackett
Reference Department
Colorado State University Library
Fort Collins, Colo. 80521

Carlos B. Hagen
Head, Map Library
University of California
Los Angeles, Calif. 90024

Ruth Hartman
Vistor J. Bouillon Library
Central Washington State College
Ellensburg, Wash. 98926

William J. Hermiston
Map Librarian
Geography Department
San Diego State College
San Diego, Calif. 92115

Phil Hoehn
Bancroft Library
University of California
Berkeley, Calif. 94720

Edward C. Jestes
Reference Department
General Library
University of California
Davis, Calif. 95616

Medora Johnson
Museum Director
San Joaquin County Historical Society
P.O. Box 21
Lodi, Calif. 95240

Mrs. Etta Judd
Map Library
Oregon State University Library
Corvallis, Oregon 97331

Miss Julia Klevin
Map Librarian
University of Alaska Library
College, Alaska 99701

Mary Larsgaard
Victor J. Bouillon Library
Central Washington State College
Ellensburg, Wash. 98926

Ruthanne M. Lowe
Map Library
University of California
Los Angeles, Calif. 90024

Beatrice L. Lukens
Earth Sciences Library
University of California
Berkeley, Calif. 94720

Mrs. Margaret Marshburn
Geology Library
Standard Oil Co. of Calif.
225 Bush Street, Rm. 2265
San Francisco, Calif. 94120

John D. McClure III
Sacramento State College
6000 J Street at the American River
Sacramento, Calif. 95819

Sharon McClure
University Library
University of California, San Diego
La Jolla, Calif. 92037

Jerome Mundy
Social Sciences Division
The Library
San Jose State College
San Jose, Calif. 95114
MEMBERSHIP ROSTER (continued)

Mary Murphy
8102 Birnam Wood Drive
McLean, Virginia 22101

Robert G. Nadey
California State Lands Commission
2901 Joseph Avenue
Sacramento, Calif. 95825

Evelyn Percival
10280 Santa Monica Blvd.
Los Angeles, Calif. 90067

Carol Reece
Librarian, Exploration Dept.
Kencocott Copper Corp.
161 East 42nd Street
New York, New York 10017

Wallace St. Clair
Map Library
Geography Department
San Fernando Valley State College
Northridge, Calif. 91324

William Sanders
1896 Lexington Avenue
San Mateo, Calif. 94402

Mimi Sayer
Social Science & Business Librarian
San Francisco State College Library
1630 Holloway Avenue
San Francisco, Calif. 94132

Karen Scannell
365 24th Avenue, Apt. 4
San Francisco, Calif. 94121

Mary Schell
Head, Government Publications
California State Library
P.O. Box 2037
Sacramento, Calif. 95809

Robert Sivers, Map Librarian
Map Room, Sciences-Engineering Library
University of California
Santa Barbara, Calif. 93106

John W. Slocum
Librarian
Meade Natural History Library
Tulane University
Riverside Research Laboratories
Belle Chasse, La. 70037

Stanley D. Stevens
Map Librarian
University Library
University of California
Santa Cruz, Calif. 95060

Edward P. Thatcher
1812 Villard Street
Eugene, Oregon 97403

Elizabeth A. Watson
Research Geologist
Minerals Exploration Co.
Union Oil Center
Los Angeles, Calif. 90017

Fredrica H. Whyte
Rancho Los Cerritos
4600 Virginia Road
Long Beach, Calif. 90807

Maureen F. Wilson
Head, Map Library
University of British Columbia
Vancouver B, B.C.
Canada

Mrs. Rebecca Wilson
1220 E 142nd Avenue
Tampa, Florida 33612

Frances Woodward
Special Collections Division Library
University of British Columbia
Vancouver B, B.C. Canada
**MEMBERSHIP ROSTER (continued)**

### Institutional Members

<table>
<thead>
<tr>
<th>Library Association of Portland</th>
<th>San Fernando Valley State College</th>
</tr>
</thead>
<tbody>
<tr>
<td>Order Department</td>
<td>Geography Department</td>
</tr>
<tr>
<td>801 S.W. 10th Avenue</td>
<td>18111 Nordhoff Street</td>
</tr>
<tr>
<td>Portland, Oregon 97205</td>
<td>Northridge, Calif. 91324</td>
</tr>
<tr>
<td>$25.00</td>
<td>$25.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spokane Public Library</th>
<th>Social Science Division Library</th>
</tr>
</thead>
<tbody>
<tr>
<td>W. 906 Main Avenue</td>
<td>Portland State College</td>
</tr>
<tr>
<td>Spokane, Wash. 99201</td>
<td>Portland, Oregon 97207</td>
</tr>
<tr>
<td>c/o Mary C. Johnson</td>
<td>c/o Annette Bartholomae</td>
</tr>
<tr>
<td>Reference Librarian</td>
<td>$25.00</td>
</tr>
<tr>
<td>$25.00</td>
<td>$5.00</td>
</tr>
</tbody>
</table>

| Central Map Collection                   |                                  |
| Humanities and Social Science Division   |                                  |
| Stanford University Libraries            |                                  |
| Main Library                             |                                  |
| Stanford, Calif. 94305                   |                                  |
| $25.00                                   |                                  |