

New York Technical Services Librarians records4079162

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Description is written in: English.

Describing Archives: A Content Standard

Rare Book and Manuscript Library

Butler Library, 6th Floor
Columbia University, Mail Code 1127
535 W. 114th St.
New York, NY 10027
Business Number: (212) 854-5153
Fax Number: (212) 854-1365
rbml@libraries.cul.columbia.edu
URL: <http://www.columbia.edu/cu/lweb/indiv/rbml/index.html>

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Summary Information

Repository:	Rare Book and Manuscript Library
Creator:	New York Technical Services Librarians
Title:	New York Technical Services Librarians records
ID:	4079162
ID:	MS#0931
Date [inclusive]:	1923-2001
Physical Description:	7.09 linear feet 14 document boxes and 1 record carton
Language of the Material:	English .

Preferred Citation

Identification of specific item; Date (if known); New York Technical Services Librarians records; Box and Folder; Rare Book and Manuscript Library, Columbia University Libraries.

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Historical Note

Formerly known as the New York Regional Catalog Group, 1923-1948. The aim of the New York Technical Services Librarians (NYTSL) has been to keep abreast of developments in the fields of cataloging and classification and to work with the American Library Association's Resources and Technical Services Division. Some of the prominent American librarians to serve as president of this group include Margaret Mann, Wyllis E. Wright, Minnie Earl Sears, F. Bernice Field, and Charles W. Mixer.

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Summary

The New York Technical Services Librarians (NYTSL) records include correspondence, minutes, memoranda, reports, questionnaires, programs, financial records, membership records, typescript copies of papers presented at meetings, and related printed materials. Several topics of note are the 1926 meeting to honor Margaret Mann; the 1926 cooperative cataloging issue; and the 1946 American Library Association constitution matter.

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Arrangement

Chronological.

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Administrative Information

Publication Statement

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Restrictions on Access

This collection is located off-site. You will need to request this material at least three business days in advance to use the collection in the Rare Book and Manuscript Library reading room.

Restrictions on Access

This collection has no restrictions.

Immediate Source of Acquisition

Source of acquisition--New York Technical Services Librarians. Method of acquisition--Gift; Date of acquisition--1952. Accession number--M-52.

Immediate Source of Acquisition

Gift of the organization, 1952-1974 (via the School of Library Service, 1974. Gift of the organization, 1978, 1980, 1993.

Immediate Source of Acquisition

Papers: Source of acquisition--the organization. Method of acquisition--Gift; Date of acquisition--1993. Accession number--M-1993.

Processing Information

Cataloged Christina Hilton Fenn 08/--/1989.

Processing Information

Papers Processed HR 01/23/1995.

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Controlled Access Headings

- Librarians -- Societies, etc
- Library science -- Societies, etc
- Cataloging
- Classification
- Drafts (negotiable instruments)
- Bank statements
- Bylaws (administrative records)

- Card files
- Financial records
- Histories
- Lists (document genres)
- minutes (administrative records)
- Memorandums
- Programs (documents)
- Questionnaires
- Reports
- Librarians
- Mann, Margaret
- Wright, Wyllis E (Wyllis Eaton), 1903-1979
- Sears, Minnie Earl, 1873-1933
- Field, F. Bernice
- Mixer, Charles Wilson, 1906-1972
- American Library Association. Resources and Technical Services Division

Collection Inventory

Series I: New York Technical Services Librarians records

Title/Description	Instances	
Papers of the New York Regional Catalog Group - Summary of Group's Activity, 1923/1924-1947/1948	box 1	folder 1
By-Laws of the New York Regional Catalog Group, 1925	box 1	folder 2
History of New York Regional Catalog Group (through 1948), 1948	box 1	folder 3
Margaret Mann, Chair, 1923-1924	box 1	folder 4
Emma F. Cragin, Chair, 1924-1925	box 1	folder 5
Lena M. Keller, Chair, 1925-1926	box 1	folder 6
Meeting to honor Margaret Mann, 1926 June 7	box 1	folder 7
Anna M. Monrad, Chair, 1926-1927	box 1	folder 8
Cooperative Catalog Meeting (correspondence re: ALA resolution on this topic), 1927 June 10	box 1	folder 9
Harriet D. MacPherson, President, 1927-1928	box 1	folder 10
Isabella K. Rhodes, President, 1928-1929	box 1	folder 11
Harriet B. Prescott, President, 1929-1930	box 1	folder 12
Emilie Mueser, President, 1930-1931	box 1	folder 13
Minnie Earl Sears, President, 1931-1932	box 1	folder 14

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Edith Phoebe Bucknam, President, 1932-1933	box 1	folder 15
Grace P. Fuller, President, 1933-1934	box 1	folder 16
Grace O. Kelley, President, 1934-1935	box 1	folder 17
Wyllis E. Wright, President, 1935-1936	box 1	folder 18
Elizabeth S. Radtke, President, 1936-1937	box 1	folder 19
Catherine Ann Keyes, President, 1937-1938	box 1	folder 20
Bertha M. Frick, President, 1938-1939	box 2	folder 1
Anvor Barstad, President, 1939-1940	box 2	folder 2
Polly Fenton, President, 1940-1941	box 2	folder 3
Subject Headings Questionnaires re: LC headings, 1941	box 2	folder 4-5
Violet A. Cabeen, President, 1941-1942	box 2	folder 6
Hazel King, President (May-December 1942), Marjorie Watkins (January-June 1943), 1942-1943	box 2	folder 7
Clarissa Good, President, 1943-1944	box 2	folder 8
Helen Grant Cushing, President, 1944-1945	box 2	folder 9
Gladys Boughton, President, 1945-1946	box 2	folder 10
Gertrude Oellrich, President, 1946-1947	box 2	folder 11
ALA Constitution, 1946-1947	box 2	folder 12
Questionnaires on interests of members, 1947 Spring	box 2	folder 13
Dorothy Curtiss, President (May-December 1947), Nordis Felland, President (January-May 1948), 1947-1948	box 3	folder 1
Nordis Felland, President, 1948-1949	box 3	folder 2
Dorothy F. Livingston, President, 1949-1950	box 3	folder 3
Dorothy Charles, President, 1950-1951	box 3	folder 4
Paul Kebabian, President, 1951-1952	box 3	folder 5
Lela Surrey, President, 1952-1953	box 3	folder 6
F. Bernice Field, President, 1953 May-December	box 3	folder 7
F. Bernice Field, President, 1954 January-June	box 4	folder 1
Charles W. Mixer, President, 1954 May-December	box 4	folder 2-3
Charles W. Mixer, President, 1955 January-May	box 4	folder 4
Jean Taylor, President, 1955-1956	box 4	folder 5-6
Emily Nixon, President, 1956-1957	box 4	folder 7
Administrative records, 1957/1958-1960/1961	box 5	folder 1

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Administrative records, 1961/1962-1967/1968	box 5	folder 2
Administrative records, 1969/1970-1973/1974	box 5	folder 3
Financial records, 1968/1969-1971/1972	box 5	folder 4
Membership records (on cards), 1924-1975	box 6	
Scope and Contents		
"Former members through September 1, 1970" and "Member removed from list through Spring 1975"		
Minute Book, 1948/1949-1963/1964	box 5	folder 5
Minute Book, 1964/1965-1968/1969	box 5	folder 6
Minute Book, 1969/1970-1973/1974	box 7	folder 1
Minutes, 1974/1975-1975/1976	box 7	folder 2
Minutes, 1976-1977	box 7	folder 3
Minutes, 1977-1978	box 7	folder 4
Membership lists, 1977-1978	box 7	folder 5
Correspondence, 1974-1975	box 7	folder 6
Reports, membership lists, executive committee minutes, etc., 1974-1975	box 7	folder 7
Correspondence, 1975-1976	box 7	folder 8
Correspondence, 1976-1977	box 7	folder 9
Bills with related correspondence and financial statements, 1976-1977	box 7	folder 10
Correspondence, 1977-1978	box 7	folder 11
Bills with related correspondence and financial statements, 1977-1978	box 7	folder 12
Correspondence, 1978-1979	box 8	folder 1
Bills with related correspondence and financial statements, 1978-1979	box 8	folder 2
Membership lists, 1978-1979	box 8	folder 3
Minutes, official forms and notices, 1978-1979	box 8	folder 4
Correspondence, 1979-1980	box 8	folder 5
Bills with related correspondence and financial statements, 1979-1980	box 8	folder 6
Membership lists, 1979-1980	box 8	folder 7
Minutes, official forms and notices, 1979-1980	box 8	folder 8

Officers and Committees, 1923-1980	box 8	folder 9
Check Register, 1968 December 5-1979 January 29	box 8	folder 10
Minutes, official forms and notices, 1980-1981	box 9	folder 1
Correspondence, 1980-1981	box 9	folder 2
Bills with related correspondence, 1980-1981	box 9	folder 3
President's correspondence, reports and minutes, 1980-1981	box 9	folder 4
Scope and Contents		
Joan K. Marshall		
Award: Jane Stevens, 1983	box 9	folder 5
Duplicates, 1977-1981	box 9	folder 6
Scope and Contents		
Reports, rosters, etc.		
Correspondence, 1983-1984	box 9	folder 7
Financial records - bank statements, cancelled checks, deposit slips, 1972/1973-1980/1981	box 9	
Scope and Contents		
8 envelopes		
Cards for members removed from the active file, 1975/1976-1980 October	box 9	

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Series II: 1993 Addition

Title/Description	Instances	
Membership card file: sponsors and inactive members, 1980s-1990s	box 10	
Correspondence, 1979-1984	box 11	folder 1
Correspondence, 1985-1988	box 11	folder 2
Correspondence, 1989-1992	box 11	folder 3
Correspondence, 1985-1990	box 11	folder 4
Correspondence, 1987-1990	box 11	folder 5
Bank statements, 1977-1986	box 11	folder 7
Bank statements, 1987-1989	box 12	folder 1
Bank statements, 1989-1991		

	box 12	folder 2
By-Laws, 1960-1990	box 12	folder 3
Checks drawn by PG (Paul Glavin, Treasurer), 1990-1991	box 12	folder 4
Corporate Sponsors, 1985-1991	box 12	folder 5-6
Deposits, 1990-1991	box 12	folder 7
Lost Check, 1991	box 12	folder 8
Constitution and Amendments; Officers and Committees; Award Winners, 1960-1991	box 13	folder 1
Grand Central Letter Service, 1982-1987	box 13	folder 2
Mailing Labels to St. John's, 1991	box 13	folder 3
Minutes of Meetings, 1981-1991	box 13	folder 4
Paid out for Spring Reception, 1991	box 13	folder 5
Presidential letters, etc., 1989-1990	box 13	folder 6-7
Returned check, 1990	box 13	folder 8
Spring reception, 1991-1992	box 13	folder 9-10
Treasurer reports, 1986-1991	box 13	folder 11

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Series III: 2004 Addition

Title/Description	Instances	
Correspondence, 1977-1995	box 14	folder 1-8
By-Laws, 1985	box 14	folder 9
Board, 1982-1987	box 14	folder 10
List of Members, 1984-1985	box 14	folder 11
Officers and Committee Chairs, 1977	box 14	folder 12
Agendas, 1977-1993	box 14	folder 13
Minutes, 1976-1994	box 14	folder 14-15
Application Form, 1984	box 14	folder 16
Report for 1977/1978, 1978	box 14	folder 17
Candidates, 1977-1988	box 14	folder 18
Princeton Club, 1980s	box 14	folder 19

Scope and Contents

Information about private meeting and dining facilities

Financial, 1983-1994	box 14	folder 20
Registration Form, 1983-1985	box 14	folder 21
Reception, 1985-1987	box 14	folder 22
General information brochure, 1980s	box 14	folder 23
Council of Regional Groups (CRG) directory, 1984	box 14	folder 24
Council of Regional Groups (CRG) newsletter, 1984-1986	box 14	folder 25

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Series IV: 2021 Addition

Fall dinner meeting, 1997	box 15	folder 1
Spring dinner meeting, 1997	box 15	folder 2
Board, 1996-1997	box 15	folder 3
Spring reception, 1994-1996	box 15	folder 4
Dinner meetings, 1990-1995	box 15	folder 5
Dinner arrangements, 1990-1996	box 15	folder 6
Letterhead, 1997	box 15	folder 7
Board minutes, 1996-1997	box 15	folder 8
Financial reports, 1996-1997	box 15	folder 9
Fall dinner meeting, 1996	box 15	folder 10
LINK meetings, 1997	box 15	folder 11
ALCTS-CRG, 1990-1996	box 15	folder 12

Scope and Contents

Association for Library Collections and Technical Services - Council of Regional Groups

Selected e-mail messages, 1996-1997	box 15	folder 13
Constitution, 1987	box 15	folder 14
Correspondence re: membership and fundraising, 1993-1997	box 15	folder 15
Winter/Spring, 1995	box 15	folder 16
Board meetings, 1993-1996	box 15	folder 17

Spring dinner, 2001	box 15	folder 18
Spring reception, 2001	box 15	folder 19
Fall dinner meeting, 2000	box 15	folder 20
Spring reception, 2000	box 15	folder 21
Corporate Sponsors, 2000-2001	box 15	folder 22
Correspondence, 2000-2001	box 15	folder 23
Scope and Contents		
Board meetings, elections, etc.		
Fall dinner meeting, 1999	box 15	folder 24
Spring reception, 1998	box 15	folder 25
Spring dinner meeting, 1998	box 15	folder 26
Spring reception, 1997	box 15	folder 27
Board, 1999-2000	box 15	folder 28
Board, 1998-1999	box 15	folder 29
Corporate Sponsors, 1990-2001	box 15	folder 30-36
Archives, 1993	box 15	folder 37
Library School Contacts, 1997-2001	box 15	folder 38
Council of Regional Groups (CRG) updating, 1997	box 15	folder 39
Board members, 1983-1997	box 15	folder 40
Spring dinner, 1999	box 15	folder 41
Library School invitations, 1993-1996	box 15	folder 42
Membership, 1984-1994	box 15	folder 43
Financial Reports, 1990-1995	box 15	folder 44
LINK (Metro), 1993-1994	box 15	folder 45
Scope and Contents		
Library and Information Network of New York (LINK)		
Nominations, 1984-1995	box 15	folder 46
P.O. Box, 1992-1993	box 15	folder 47
Board meetings, 1990-1994	box 15	folder 48
Presidential letters, etc., 1990-1994	box 15	folder 49
Mailing List, 1991-1992	box 15	folder 50
Tax Exempt Status, 1990	box 15	folder 51

Mailing lists, 1991-1996	box 15	folder 52
Miscellaneous files, 1996-2000	box 15	folder 53
