

which can be found in the "Local History" section. The *Bibliography's* two appendices list periodicals that were either completely or selectively indexed for this edition. An author, subject and title index nearly 400 pages in length is also provided.

A reviewer's standard test for research guides like the *Bibliography* checks the distance it takes him into specific and familiar subject areas. Following my interest in Ontario Agricultural College I was pleased to find that the *O.A.C. Review* had been selectively indexed for the period from 1889 to 1919. My joy will be complete when our industrious bibliographers and librarians locate a complete run of this valuable source for the study of Ontario's rural past. So far it eludes us all. One flaw was discovered when I checked the index for James Mills, the president of O.A.C. from 1879 until 1904. There are two references to "Mills, J."; the first leads to the 1899 report of the provincial commission Mills chaired which inquired into the operation of the San José Scale Act; however the second turned up an article in the *O.A.C. Review* written by "Jason Mills". Should it read Jas. Mills or James Mills?

More regrettable than any oversight is the periodization imposed on the *Bibliography*. Why does the *Bibliography* begin with 1867 when the Series' editors say the Series embraces the Upper Canadian phase of the province's history (viii) and one book on pre-Confederation politics has already appeared, J.M.S. Careless ed., *The Pre-Confederation Premiers* (Toronto, 1980)? Finally, although this bibliography deserves a place on the bookshelf of every student of Ontario's past, at \$75.00 it will rarely find its way past institutional collections and the lucky few appointed to review it. Already, covetous glances have been directed toward my trophy by once harmless colleagues. Who can be anything but nostalgic for the still helpful Series bibliography purchased in 1973 for a paltry \$3.00?

Regrets aside, we can look forward to the revised and supplementary editions of the *Bibliography* envisaged by the Series editors. Olga Bishop, assisted by Barbara Irwin, Clara Miller and a host of bibliographers and librarians cited in her acknowledgements, has given us a *tour de force* in her craft. For that, this archivist doffs his cap.

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Notices

Handbooks

Local Government Records: An Introduction to their Management, Preservation and Use. H.G. JONES, Nashville, Tenn.: American Association for State and Local History, 1980. xii, 208 p. illus. ISBN 0 910050 42 2 \$6.95 pa. \$5.25 to AASLH members. (Available from AASLH, 1400 8th Avenue South, Nashville, Tenn. 37203, U.S.A.)

Jones writes for public officials, not specifically for archivists. His special experience over 20 years has been in records management dimensions of archives administration (especially in North Carolina) and he writes with authority and good sense. After his indictment of U.S. federal records keeping in *Records of a Nation* (1969), Jones turns to local public records in the States with similar precision. "Progress in records management at the local level", he writes in the Preface, "has been minimal throughout the nation." He outlines the reasons succinctly: "Only in rare instances have archivists and records managers been willing to go into the counties and municipalities and skillfully

lobby the halls of the legislature in the cause of improved records management programs. Their organizations have shown little stomach for the intensive, unglamorous grass-roots campaigns necessary to elicit public support for professional programs. Local officials and their organizations have been caught up in policy issues and externally imposed programs and regulations, leaving them little time and energy to devote to routine problems such as records management”.

Further, Jones makes it very clear that he does not regard his book as a manual (“what-to-do and how-to-do-it”) but rather the ingredients for an understanding of the problem. Hence, he divides his volume into two parts — the first, management and preservation issues with discussion of 10 programs in existence, none of them in Jones’ opinion a “model program”; the second part, the character and history of local government in the U.S.A., the kind of records which it has generated and the uses to which they may be put. He is adamant that the only resolution to inadequate care of local public records is implementation of the kind of programs he outlines in Part 1 and contends that the records custodian in government and the historian (as user) are not at loggerheads. They need each other.

There is little doubt that a clear-sighted local government official could embrace *Local Government Records* with enormous advantage. Jones prepares his argument and delivers it with admirable clarity and good humour. Few archivists worth their salt will want to avoid this fine handbook, they cannot possibly do so if they work at provincial or municipal levels in Canada. H.G. Jones has constructed a model publication which Canadian archivists ought to repeat on their own turf, given the variations in local government and local public records throughout the provinces.

Religious Archives: An Introduction. AUGUST R. SUELFLOW. Chicago: Society of American Archivists, 1980. 56 p. illus. ISBN 0 913828 20 1 \$5.00 pa. Members, \$7.00 Non-members.

This is rather more of a manual — in fact, it is labelled as another volume in the SAA’s *Basic Manual Series*. Suelflow runs through the history of religious archives in the United States, where they should be placed in administrative hierarchies within the church, what the scope of their collecting (sic!) should be and advises on basic matters of budget, building, staffing, acquisition, processing, reference, duplication, exhibits and publications. The bibliographical notes are not very helpful but examples of forms for activities like loan, deposit and transfer may catch the religious archivist’s eye. Suelflow presents a traditional, straightforward helpmate to someone who knows virtually nothing about archives. This manual is indeed most basic.

Bibliographies

The History of Archives Administration: A Select Bibliography. FRANK B. EVANS, Paris: Unesco, 1979. 255 p. (Documentation, libraries, and archives: bibliographies and reference works series) ISBN 92 3 101646 6 \$17.50 pa.

Frank Evans put this second major bibliographical effort together while he was at NARS and before he joined the United Nations’ General Information Programme at Unesco. He claims the entries are reasonably representative of English language or accessible foreign language material to January 1978 (dare one suppose that there was nothing on archival administration in *Archivaria* to rate its exclusion?). Whatever the weaknesses of such massive international bibliographical coverage, and Evans is well aware of them, no archivist can be less than grateful for this important successor to his SAA volume *Modern Archives and Manuscripts: A Select Bibliography* (1975) — only the price will make us blanche. The work is divided into four parts with further subdivisions into basic and further readings: introductory, evolutionary, international survey