Ephemeral Material: Queering the Archive. Gender and Sexuality in Information Studies Series. By Alana Kumbier. Sacramento: Litwin Books, 2014. 257 pp. Index, illustrations, bibliography. Softcover. $35.00.

In *Ephemeral Material: Queering the Archive*, Alana Kumbier makes a number of important contributions to archival practice and studies, including making queer archives and archival practices accessible and furthering their creation and recognition, developing new participatory archival frameworks, and enriching archival studies through the inclusion of new materials, approaches, and understandings. It is important to note that Kumbier's work establishes the relevance and resonance of queer approaches beyond the explicitly LGBTQ archives and collections upon which they have previously centered. Her book also serves as a key touchstone for those involved as archivists, community members, documentarians, activists, and scholars in documenting queer lives by opening new spaces for responding to the demands that are particular to queer histories and cultures. Kumbier powerfully argues that queering the archives—by pushing ourselves to think through queer interests, experiences, theoretical frameworks, and cultural practices and to align ourselves with these queer values and practices—opens the possibilities for us to critically engage in new and much-needed ways with established archival theory and practice.

Ephemeral Material is the fifth book in the fantastic Litwin Books series on Gender and Sexuality in Information Studies. It grew out of Kumbier's dissertation in comparative studies at the Ohio State University, as well as the last decade of her professional work as an academic librarian at Wellesley and Hampshire Colleges, and her artistic, activist, and personal involvements in and passions for zine-making, drag performance, and queer communities and cultures. Her interdisciplinary background allows her to draw on an expansive body of work by scholars in history, and media, disability, queer, cultural, and gender studies, as well as what will be, for many, more familiar works in archival and information studies. The book makes great use of Kumbier's diverse experiences and is not afraid to be deeply personal in a manner that is critical, self-reflexive, and honest. This is particularly evident in her willingness to share the challenges, failures, and difficult lessons learned in less successful queer archival projects. The book does a masterful job grounding its complex theoretical work with concrete examples. Drawn from a wide range of archival projects and media representations of archival spaces and practices, these examples make it an engaging and accessible text that will meet the diverse needs of a broad range of readers.

The book is structured into two sections—each with its own introduction to the major issues and questions addressed in the section. The first section, "Negotiating Archives," works with two media representations of archives and archival practices in the documentary films, *The Watermelon Woman* and *Liebe Perla*. This section crucially draws sustained attention to the challenges and troubles of users of diverse abilities in accessing archives and materials and how we in the archival community might better respond to these problems. It also brings to light issues of the creation of histories where there were none and the impacts of the lingering presence of difficult, painful pasts on the present in archival contexts. The chapters in the second section, "Archiving from the Ground Up," explore the questions raised in the first section

regarding participatory archives through a number of case studies of specific queer archival projects—including documenting drag king culture, an archival art installation, and the Queer Zine Archiving Project (QZAP). Kumbier sets forth a new framework for participatory archives that can empower individuals and communities, particularly queer ones, to get involved in archival projects.

Significantly for archivists, scholars, and students, this book does important work in challenging and transforming existing participatory archival frameworks. Kumbier develops a very useful collaborative, participatory archival practice she terms "archiving from the ground up" through case studies in the book's second section (p. 117). This practice is a direct response to "archival exclusions," the long-term marginalization through both explicit historical exclusion and underdocumentation of queer cultures, communities, and individuals in the archives. It is a practice of working with members of those cultures and communities to document their presents and to make their futures through the creation of the record. It is distinct from other frameworks, in its focus on archivists working *with* members of cultures and communities that they hope to document, rather than archivists working *for* constituents by creating projects, collections, or records on their behalf (p. 125). Beyond its focus on archivists working alongside participants, Kumbier focuses on the importance of archivists advocating for archives to communities through DIY archival workshops and conversations, and decentering the role of the archivist in creating the archives (p. 146). Finally, in this approach the participants decide on the who, what, why, and how of documentation, rather than confining their options to traditional documentation projects or dictates. Kumbier grounds this framework solidly in archival experience by looking critically at projects in which she was intimately involved, using them to show the learning context in which she came to understand archival practices from the ground up. She argues that even though the projects she describes took place outside of the context of traditional archives, they offer successful models, ideas, and practices that can be adopted for queer cultural documentation across archival contexts. Perhaps most significantly, this framework has the ability to transform archival power relations— identifying and sharing "the power to represent, to define, to describe" and to arrange as part of practice (p. 151). Though the book only just begins the work of answering the questions raised by such a practice, Kumbier does an important service by raising them and demonstrating so clearly why they matter.

Kumbier has undoubtedly begun an important project for archival studies and practice. This reviewer's primary critique of the book is that it lacks cohesion. The two sections are slightly disjointed with more work needed to make the book into a cohesive whole. The first two chapters stand very well on their own as essays. However, they do not flow as smoothly as they could into the second section, in which the chapters build more closely upon one another. This issue could have been better addressed through a conclusion essay. As it stands, the book's ending feels rather abrupt. Kumbier also raises a few points of interest, such as the use of documentary films as a form of creative "documentation strategy" (p. 47), that could have used more explication and follow-up. As a resource intended to inspire action, the book would also have benefited from the inclusion of a resource list to better meet the needs not only of archivists, but

also of community members interested and engaged in the queer archival projects and practices that Kumbier describes so beautifully.

Ephemeral Material will be of great interest to archivists, artists, activists, and scholars. It makes important contributions by documenting the work being done by queer archives, archival practices, and studies. It goes beyond that success to achieve its primary goal—making a critical intervention into information studies by bridging queer and archival discourses that serves to inspire and inform action, the creation of future documentation projects, and archival collaborations of all sorts. It demonstrates clearly not only what queer and archival discourses are, but also why they matter so deeply. This book is sure to inspire future work in these queer modes in the archives, the classroom, and far beyond.

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Preserving Complex Digital Objects. Edited by Janet Delve and David Anderson. London: Facet Publishing, 2014. 375 pp. Softcover. $115.00.

This edited collection brings together the papers and discussions from symposia funded by the UK Jisc (formerly Joint Information Systems Committee) under the heading of Preservation of Complex Objects (POCOS). It represents a predominantly European state of the art on the subject of preservation of complex digital objects—here represented by reports and case studies on current and past work on digital art, simulations and visualizations, virtual worlds, and videogame environments, together with summary chapters on the core issues of metadata, workflow tools, and legal considerations. Its aim is "to set out what is currently understood about dealing with complex digital objects" and to "provide a broad framework for starting to manage and address relevant issues" (p. xii). This reviewer feels confident in saying that if you read only one book this year about the state of digital preservation, this is the book you should read.

For those who have been breathing a sigh of relief that with a few workshops and some well-recommended software, archivists are now ready to tackle anything digital that comes our way, this book is full of bad news. It makes clear—and repeats several times—that the relatively easy stuff, for which government concerns have driven the earliest digital preservation work in North America, is pretty well in hand. But the really interesting stuff, that which people admire as having complex cultural value (art, cultural reconstruction visualizations) and which represents new, never-before-seen challenges (videogames, digital video, and film), represents a nest of difficulties, not least of which are the exceedingly complex intellectual property issues that beset these often very collaborative works. Furthermore, the characteristics that make these works complex—their interactivity, their construction from multiple parts that depend upon specific hardware and software configurations, and sometimes even their dependence upon the existence of flows of data and modes of access totally beyond the creator's control—mean that it is impossible to draw a single line around the "object" to be preserved, since it is almost always necessary to preserve in some way all or most of the environment in which the object originally lived and performed.

If one message comes through loud and clear from this collection, it is that except as a partial assisting modality, migration is dead as a preservation method for complex digital objects except for certain niche applications such as the adaptation of an artwork to a new environment with the full consent and experimental interest of the original creator or current owner. Instead, it has become clear that if preservation means the ability to present the original object to a later user in its original and authentic form, then preservation for complex objects now means emulation and/or virtualization. For this reason, a newly serious interest has arisen in the preservation both of software—executable software and preferably the original code as well—and the object's native hardware environment. Several viable projects are already working toward preserving libraries of software; more difficult will be the preservation of hardware that is likely to wear out and fail in unanticipated ways. The consensus here is to depend on computer museums for the curation of working systems from the past, at the very least to be used to judge the authenticity of an emulation and at most as venues where complex digital

objects may be exhibited. However, the number of such museums and any guarantees of some kind of documentation strategy approach to accumulating collections of computer systems by them are clearly insufficient at present.

As far as software is concerned, the problems are even more difficult: though code in whatever form can potentially be preserved without change forever, permission to do so (which demands repeated copying for the life of the software object) is something else again. This will require either business models that guarantee continued profit to the commercial creators or determined worldwide deposit laws that demand the deposit of software code and permissions for its preservation in exchange for the benefits of copyright. In addition, archivists are already familiar with the long wait to secure a paper collection while knowing that it is moldering away; in the digital world, particularly with commercial software products that may either be the primary target of preservation or be necessary to the primary target's performance, current commercial business models find little profit in preserving even for their own purposes software that they no longer support. Because artists often push the limits of software that they use, the fine-grained details of a particular version of a software product vital to the very possibility of a particular artwork might not even be saved along the revision path by anyone except possibly programmers who worked for the company.

In short, preserving complex digital objects, while the often excellent essays in this book much clarify its demands, still has a long way to go to scale to the intensity of preservation presently accorded to conventional cultural objects. As usual, the problems digital preservation confronts, though they are technically complex, are more challenging from social and legal perspectives. In the book's closing chapter authored by the editors, a litany of challenges discussed in the symposia is offered: 8 for visualizatons and simulations, 4 for software art, 18 for gaming environments and virtual worlds. Although the main issues I have highlighted suggest multiple overlaps, these numbers alone are evidence of the size of the task that remains. The real value of the book as a whole lies in the constituent essays that address first the urgency and importance of the preservation task and then offer examples that show what has been and is being done: projects addressing practices and devising tools; work on documentation metadata guidelines; case studies of actual experiments in preservation ranging through the major areas of complex digital objects; and the serious issues raised by legal barriers to preservation. The chapter authors represent a broad range of expertise, from artists, designers, and academics to computer scientists and archivists. They take the reader effectively into an experience of the complexity of the preservation tasks related to complex digital objects by achieving a rare consistency of clarity in explanation. The participants in and sponsors of the POCOS symposia are to be congratulated for having produced a landmark summary that is adequately scary but hopeful and constructive at the same time.

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Preserving Archives. Second Edition. By Helen Forde and Jonathan Rhys-Lewis. London: Facet Publishing, 2013. 272 pp. Appendices, bibliography, index. Softcover. $95.00.

Archives function as the collective memory of the past. In a sense, these repositories exist to save us from ourselves. Why should history repeat itself if past mistakes and triumphs, as well as the mundanities of daily life, are clearly documented? In a mere 14 chapters, Helen Forde and Jonathan Rhys-Lewis have mapped the directions for preserving archives and thereby civilization itself, which is no small feat! *Preserving Archives* attempts this Herculean task with mind-boggling thoroughness and beautiful arrangement. From a comprehensive section on the characteristics of archival materials to digital preservation management to micro- and macro-environments to managing risks and using volunteers, it appears that the authors have thought of everything and gone about developing the chapters and structuring the content in a most methodical and comprehensive way. Readers familiar with the first edition will be pleased to find updates throughout, as well as new topics added to the repertoire of best practices: digital preservation, green building, and management and training of volunteers. Updates to the five appendices (especially the advisory template for compiling a preservation policy), a thorough bibliography, and the British and International standards all add value to this indispensable reference.

Preserving Archives begins predictably with an introduction to archives preservation including a succinct explanation of the distinctions between the conservation and preservation professions' trajectories—preservation is a holistic practice or an umbrella, while conservation is quite specialized and married to science—followed by a thorough listing and description of common archival material types and their characteristics in chapter 2. The third chapter dives right into managing digital preservation. Embedding a dedicated chapter on the most current archival process rather than simply tacking it on as an afterthought reflects both digital preservation's importance to contemporary processing and the strategic vision of the authors. Waller and Sharpe's 2006 cleverly titled study, "Mind the Gap" (pp. 29–30), includes alarming statistics on the state of digital preservation. Strides have been made in the last decade, but the "Gap" is a moving target that requires cooperation across systems, developers, and platforms. The authors have provided an excellent overview including cautionary tales as to cost, selection for preservation, in-house versus contracting out solutions, and starting points. In short, this chapter is an invaluable resource for institutions on the verge of digital preservation programs and for those ready to re-evaluate their fledgling programs.

The buildings that actually house archives are of utmost importance in preserving them, and the next three chapters tackle facilities issues with aplomb. The building is the first line of defense, so building techniques and construction materials are paramount. The checklists for construction and layout (pp. 50–51) are heartening to see. Every project manager for a renovation, an addition, or a new building should take note and consider the ramifications of refurbishment versus new construction, especially in light of contemporary thermal inertia building techniques and their lower energy consumption. After building envelopes, fire suppression and security deserve consideration and are addressed accordingly. A variety of gaseous, low-oxygen, and water-based systems are discussed and paired with real examples such as the Dorset Record

Office that chose a low-pressure Inergen system to replace its Halon fire-extinguishing system for financial and safety reasons. Chapter 6, "Managing Archival Storage," is one of the most comprehensive sections in the book but still leaves the reader wanting more information on environmental conditions, monitoring, and controls. To be fair, the authors have done the topic justice and include more information in subsequent chapters, but the topic itself is vast and complicated.

Just as the last three chapters relate to each other, the next three—"Managing Risks and Avoiding Disaster," "Creating and Using Surrogates," and "Moving the Records"—all build on a recurring theme. Up-to-date examples such as the Cologne Archives collapse in 2009, the earthquakes in Haiti in 2010, and the Japanese tsunami of 2011 drive home the need to mitigate risk and to be prepared for the unexpected. For those responsible for disaster recovery planning at their respective institutions, the checklists for equipment and gear are quite helpful as is the pre-prepared press statement on page 113. On the use of surrogates, which eliminates risk exponentially, the authors wisely ask us to consider the complexity and expense of a full digitization program with its accompanying standards for image capture, metadata, online delivery, and ongoing digital preservation needs—nothing is ever as simple as it might seem. Forde and Rhys-Lewis shed some light on a perceived "digital tsunami" with a 2010 quote from Bulow and Ahmon (p. 137) stating that 80 million images online (and millions of pounds spent delivering them) represents only 3 to 5 percent of the National Archives UK's collection! Readers are reminded that digital surrogates are but one piece in the big preservation puzzle.

Mitigating risks continues as a recurring theme in chapters 10 and 11: "Exhibiting Archives" and "Handling the Records." Arguably, chapters 12 and 13 follow the same pattern; what are "Managing a Pest Control Programme" and "Training and the Use of Volunteers" if not blueprints for avoiding calamity? In "Exhibiting Archives," the authors are careful to point out the differences between UK and US standards, which speaks to *Preserving Archives'* universal appeal to the international archives/library/ museum community. The sample exhibition policy on page 161 is a succinct reference, as is the short list of standards and guidelines on page 163. Of note is the layman's explanation of cumulative light damage. Light levels are an ongoing source of debate, and being able to point administrators and public services professionals clamoring for higher light levels to a reputable source strengthens the preservation case.

Of all the chapters, "Handling the Records" seems strangely placed. Good practices for physically accessing materials are so embedded in an archives' daily activities and purpose that the subject appears to be an afterthought so late in the text. In reality, Forde and Rhys-Lewis have simply moved from the macro to the microscopic. With their emphasis on continued staff training, perhaps chapter 11 would be better placed in proximity to 13: "Training and the Use of Volunteers." "Managing a Pest Control Programme" is sandwiched between the two; perhaps this placement is a subtle reminder that human pests also require management. Regardless, acknowledging the continued movement away from chemical intervention and toward better housekeeping as prevention is worth highlighting. In fact, the discussions on chemicals in disuse and the temperature and humidity levels required for common storage pests to thrive are very helpful indeed.

The overarching theme of *Preserving Archives* is this: Minimize Risk. Minimize risks during collections moves, when designing and installing exhibits, when planning and implementing storage areas and housings, and during documentation and digitization. Minimize risk and future access is possible. The insets and notes at the end of each chapter are hugely interesting and contribute to the ease with which "dry" material can be read. Minor details bring the history of the profession to life in a way that lists and procedural advisories cannot possibly convey. For example, after World War II, junior staff in the Public Record Office (now the National Archives, UK) were required to mend documents upside down just in case they were tempted to read them (p. 3)! Helen Forde and Jonathan Rhys-Lewis are serious invigilators of their chosen profession; their practical reference with its rich historical details is a gift to all cultural heritage organizations.

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Through the Archival Looking Glass: A Reader on Diversity and Inclusion. Edited by Mary A. Caldera and Kathryn M. Neal. Chicago: Society of American Archivists, 2014. 320 pp. Index. Softcover. $69.95. $49.95 for SAA members.

The editors Mary A. Caldera and Kathryn M. Neal begin *Through the Archival Looking Glass: A Reader on Diversity and Inclusion* with an explanation of their own interest in diversity. Caldera relates a story where, as a student, she discovered some records that spoke to her personally and showed her that the archival record could include the history of minorities, underrepresented groups, and ultimately her history as a Latino, lesbian woman. Kathryn M. Neal studied African American history and culture in college and became interested in the diversity of the archival record through her research. They then outline the history of the archival profession's interest in diversity from presidential addresses made to the Society of American Archivists (SAA) to journal articles to the A*Census survey, and they point out how the study of the topic has evolved over time.

The book addresses two main themes: building diversity within the profession and within collections. Case studies in several chapters illustrate projects that have done just that. While there is some minor overlap of subjects between the chapters, each is different enough to keep the reader interested. The chapters range from ethical discussions to nuts-and-bolts descriptions of how to pull off a documentation study of a controversial topic to examples of successful projects that involve working with underrepresented communities. Throughout, the authors caution against rigidly applying archival laws to these types of collections while encouraging archivists to work with the groups they are trying to document by seeking their help with describing and granting access to these materials.

In chapter 1, Marisol Ramos and Valerie Love write about their own personal histories and difficulties with documenting underrepresented communities. They show readers many of the typical pitfalls that institutions encounter when trying to diversify their collections, such as thinking that hiring someone from a minority group will automatically mean that their collection will become diversified or that that one person can then speak for the entire group. Their chapter clearly illustrates why true institutional commitment to diversity needs to be the work of the entire organization and not just one staff member.

In chapter 2, Mark A. Greene explores the history of diversity within the archives profession, but mostly in this chapter he explores his own history with diversity. He uses his work experience at both the Minnesota Historical Society and the University of Wyoming American Heritage Center to increase diversity within their collections as a framework for his recommendations. Greene advocates that diversifying is not a passive activity and that archivists must go into and engage the communities we want to document and not just expect them to come to us. He also recommends that we involve minority communities in the entire archival process and that larger archival institutions make peace with community archives and actually reach out and help them preserve and document their collections so that a fuller record of these communities can be preserved.

Jeffrey Mifflin's chapter, "Regarding Indigenous Knowledge in Archives," has a twofold purpose. He offers background on indigenous collecting and illustrates some of the important uses of these collections, like winning lawsuits to recover tribal lands and resurrecting extinct languages and cultural practices. Mifflin discusses the *Protocols for Native American Archival Materials*[1] and advocates for the archival profession to accept these protocols and work with indigenous people to help collect, grant appropriate access to, and describe their materials. However, he also urges the creators of the *Protocols* to better define certain terms, such as "culturally sensitive," so that archivists would be more willing to accept these guidelines.

T-Kay Sangwand questions the inclusiveness of archives in chapter 4. She applauds the profession's movement toward diversity, but questions whether the processes put in place to diversify the profession will actually result in a more diverse record. Sangwand writes about methods of preserving nontraditional materials, like oral performances, and illustrates the creation and uses of these types of materials through her history of Cuban hip hop. This chapter is interesting because it urges the archival profession to reexamine its ideas of what an archival record is and suggests that we include the record creators in our work of appraisal, accessioning, description, and access so that the materials can better represent their communities and original meanings.

In chapter 5, Vivian Wong, Tom Ikeda, Ellen-Rae Cachola, and Florante Peter Ibanez discuss the importance of using digital methods and social media to document groups that would otherwise go undocumented and how these technologies allow communities to document themselves and disseminate their histories in the ways that they want to be represented. The chapter follows the history of three Asian American community projects that have become highly successful digital archives projects and explains the impact that these collections have had on their communities and on research.

Sonia Yaco and Beatriz Betancourt Hardy discuss the Desegregation of Virginia Education (DOVE) project launched in 2008 in chapter 6. The authors give a short history of desegregation in Virginia and then discuss the creation and implementation of this statewide documentation strategy to preserve the history of this event. The authors address everything from the importance of choosing a name for the project to leadership struggles and problems they faced throughout the project. This chapter is a convincing case study on how to document a phenomenon, and its "how to" style of writing would be a good way to help future projects avoid some pitfalls.

In chapter 7, Kim Walters uses the Brown Research Library and the Southwest Museum of the American Indian's 20-year history of working with Native American communities to illustrate the many benefits of working with these communities to better identify collections, increase collecting efforts, and better represent each group's history, even if following its wishes goes counter to the policies of the institution. Walters stresses that finding compromises to respect cultural wishes while involving the community in the preservation of its own history equals a win-win for everyone.

Sharon Thibodeau takes her chapter in a slightly different direction when she explores NARA's Office of Records Service's efforts to increase diversity in its workforce. She explains the many programs that NARA put in place to increase diversity, from recruiting efforts at universities from underrepresented communities, to mentorship, training, and internship programs set up at NARA to give its diverse employees the

work, resume, and job interviewing skills necessary to move to higher positions within the organization. Although interesting, this chapter would have benefited from the inclusion of more concrete statistics that show the effectiveness of these programs and thus demonstrate their benefit to other institutions.

In chapter 9, Daniel Hartwig and Christine Weideman address a critical aspect of diversifying the archival profession: classroom outreach to high school students in schools with significant numbers of minority students through Yale's Sterling Memorial Library's Family and Community Archives Project (FCAP). High school programs like this one in conjunction with the scholarships, internships, and mentoring programs mentioned at the beginning of the chapter could have a real impact on bringing diversity to our profession.

Anne J. Gilliland's chapter is an academic discussion of how archival education can better prepare students to deal with diverse collections. She recommends that students study codes of ethics and diversity protocols, and that students should take multidisciplinary classes in anthropology or gender studies. The concept that I found most intriguing in her chapter is a service learning course where students work in a community archives that is very different from their personal backgrounds. In addition to their work, students write journals about their experiences, and then give class presentations. The writing style of this chapter did not speak to this reviewer, but if readers are looking for a more academic or theory-based discussion, they will enjoy this chapter on expanding archival education theory.

This compilation of essays discusses many aspects of diversity, both of archival professionals and of archival collections and documentation. Many of the chapters offer important advice for building diversity within an institution, and this book is a good starting point for people who want to begin collecting materials from underrepresented groups. As the editors say in their introduction, "Our purpose is neither to define diversity in archives nor to prescribe ways to achieve it. . . . We seek to stimulate further conversation in the hopes of coming a little closer to a common understanding of what diversity is or can be and how it may be realized" (p. xix).

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NOTES

1. First Archivist Circle, *Protocols for Native American Archival Materials*, April 9, 2007, accessed March 24, 2015, http://www2.nau.edu/libnap-p/PrintProtocols.pdf.

Community Oral History Toolkit. Volumes 1–5. By Nancy MacKay, Mary Kay Quinlan, and Barbara W. Sommer. Walnut Creek, CA: Left Coast Press, 2013. 741 pp. Appendices, indices, eBook. $69.95.

Oral history has become a vital part of the historical record, filling in gaps and providing nuanced perspectives on how individuals and communities perceive and remember events. For the purposes of this work, oral history has been defined as

> Primary source material collected in an interview setting with a witness to or a participant in an event or a way of life and is grounded in the context of time and place to find its meaning. It is recorded for the purpose of preserving the information and making it available to others.
> The term refers to both the process and the final product (v. 1, p. 11).

Historians, academic institutions, memory organizations, local community centers, and many other entities have conducted oral history projects with varying degrees of success. Oral histories require long-term planning, strategic oversight, committed participants, ongoing support, and clear goals. These attributes may be difficult to attain even for large institutions such as universities, libraries, and museums. The issues are exacerbated for smaller organizations or groups of individuals without the infrastructure or clear mandate to collect and preserve records. Despite the challenges, many organizations and individuals undertake memory-gathering projects without any clear understanding of the effort involved. A community may decide to record oral histories for a variety of reasons, from commemorating a milestone to documenting shared experiences for future generations. The *Community Oral History Toolkit* was designed as a reference work for people or groups interested in developing oral history programs independently of an academic institution. The work's purpose is to provide a practical set of guidelines adaptable to a variety of situations.

Community Oral History Toolkit is the product of a collaboration between three authors with diverse credentials and experiences. Nancy MacKay, Mary Kay Quinlan, and Barbara W. Sommer, with backgrounds in the fields of librarianship, journalism, and public history respectively, have spent decades partnering with communities to produce oral histories. All three have published multiple works, including manuals and histories developed out of local projects. The *Toolkit* places particular emphasis on the aspects of oral history unique to community-based endeavors. *Community* is an amorphous term that can refer to any group with a sense of shared identity. It may be based on geography; organizational membership; association with an ethnic, racial, or religious identity; employment; sexual orientation; or even participation in a particular event. The authors seek a balance between practical advice and theory, providing information on topics as diverse as project management, the construction of memory, and digital preservation. However, the major themes that emerge throughout the work focus on defining and implementing a project with clear goals and a means of accomplishing them.

There are five volumes in the *Community Oral History Toolkit*. The books may be read independently; however, each volume makes numerous references to the other works. The sections, "Introduction to Oral History," "Planning a Community Oral History Project," "Managing a Community Oral History Project," "Interviewing in

Community Oral History," and "After the Interview in Community Oral History," build upon and expand the overview provided in the series introduction reproduced at the beginning of each volume. To make the work accessible to the average individual with no experience in the discipline, the introduction contains repeated references to the profession's standards, including the best practices and guidelines of the Oral History Association and the legal and ethical underpinnings of the field. The series makes clear the numerous resources and organizations upon which the reader can rely for expertise and instruction beyond the work itself. Key points are highlighted throughout the text in bold, emphasizing significant ideas. In addition, the volumes have appendices that include a wide variety of information. Glossaries, forms, additional readings, resources, equipment and recording standards, and surveys used to gather data from oral history professionals make the work a handy reference guide on a variety of subjects. This is not a work that needs to be read cover to cover, but instead can be used as a useful introduction to oral history and a guide to specific tasks and issues.

Volume 1 is an excellent summary of the field of oral history, its place within the broader discipline of history, and its best practices. This volume is divided into eight chapters, each of which explores one aspect of understanding, creating, or using oral histories. The authors ground the discipline in a discussion of historical practice and an exploration of how community initiatives are distinct from academic projects in the first three sections. The following three chapters provide concrete instruction on the practical, technological, and ethical considerations community members must address when undertaking oral histories. Analysis and interpretation of the Oral History Association's best practices in chapter 7 enrich this information. Finally, the remaining volumes of the *Community Oral History Toolkit* are outlined. The appendices of volume 1 contain the richest source of additional resources, terms, and forms. A selection of forms is also downloadable from the publisher's website.

The second and third volumes cover the planning and management of community oral histories. The planning stage is broken down into key components, such as selecting a project director; determining the scope of the undertaking; securing funding, space, community support, and equipment; acquiring personnel; and record keeping. Of particular interest to information professionals is the emphasis on working with a repository for ultimate disposition of oral histories from the outset of the project. Volume 3 is similarly divided into individual chapters on managing each aspect of an oral history project. These volumes introduce three fictitious examples of oral history projects with varying levels of funding and support to illustrate how different organizations address issues and challenges. The two sections are greatly redundant, but when read together, they offer a step-by-step process for developing a project and translating that planning into action.

The oral history process is divided into its multiple components in volumes 4 and 5 of the *Toolkit*. The characteristics that set an oral history apart from other types of interviews are explored and explained. Volume 4 provides a wealth of detailed information on the interview itself, from interviewer training and background research to selecting participants and transcription protocols. Volume 5 focuses on how oral histories are preserved and made available through processing or cataloging at a repository. It also offers examples of exhibits, books, documentaries, and other projects created from

oral histories. These volumes reiterate the significant concepts woven throughout the text, focusing on the issues that community members may not immediately recognize. The importance of defining a project scope, developing consistent and thorough documentation, respecting the interviewer, and considering the long-term preservation and access needs of a project are the crux of the work.

The *Community Oral History Toolkit* contains an incredible amount of detailed, clear information, but as a single entity, the work can be repetitive. The five volumes that make up the *Toolkit* contain over 700 pages, but a large amount of content is repeated from one section to another. It is likely the subject could be covered in far fewer pages, although breaking it into manageable volumes has its advantages. The reader may focus on a particular phase of a project or topic while still getting an overview of the discipline. Despite the length, the work would also benefit from additional, diverse models for oral history projects. The fictitious examples are a good starting point, but real-world situations and solutions are always useful.

Information professionals would benefit greatly from reading the *Community Oral History Toolkit.* Although those unaffiliated with a repository are the work's target audience, any reader will gain insight into the methods and tools used to complete a successful oral history. It is valuable both for those conducting and managing oral history projects and the repository staff who will assume ultimate control over the finished products. The effort that goes into making oral histories available is often underestimated, especially in the digital age. The *Toolkit* educates the general reader on the misconception of the web as a preservation medium as well as the ongoing commitment necessary to maintain records. We work in a time when archivists are increasingly tasked with "creating" history through collection development and the documentation of underrepresented groups. Oral history is a valuable tool in this effort, and the *Toolkit* provides a unique perspective that incorporates the specific challenges communities encounter. It is especially useful for those archives that do not have the resources to take on an oral history program. The book is also an excellent bridge for archivists who collaborate with external partners to expand the work of preserving the stories and memories of varied groups throughout the community.

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Management: Innovative Practices for Archives and Special Collections. Edited by Kate Theimer. Lanham, MD: Rowman and Littlefield, 2014. 216 pp. Index. Softcover. $55.00.

Management: Innovative Practices for Archives and Special Collections is the fourth book in a series focusing on how practicing archivists are overcoming challenges in their repositories. The 13 case studies presented cover a wide range of topics incorporating management themes in various ways. The volume is appropriate for a wide range of archivists, librarians, administrators, and students with diverse interests. The programmatic studies cover intersecting elements of people, technology, and resources to improve programs and services.

Kate Theimer is the author of the *ArchivesNext* blog, where she writes about developments in the archives field. She served on the Council of the Society of American Archivists from 2010 to 2013, is a frequent writer and speaker on various archival issues, and formerly worked in the policy division of the National Archives and Records Administration. While Theimer has not managed an archives department, she has in-depth knowledge of current trends and practices in the field. Her blog's large readership no doubt enabled her to recruit a diverse set of authors and topics for the book.

While presented in no apparent order, the case studies can be read in two distinct groups. Seven case studies focus on more traditional management topics and various aspects of managing an archives and special collections department. These include discussions of knowledge transfer in the wake of a retirement, creating a laboratory environment to increase access and engagement with users, managing the merger of departments, managing organizational change, developing curricula to teach leadership skills, planning for shared personnel and resources, and strategic planning.

A major thread throughout many of the case studies is the realignment of staff duties and functions to meet the needs of a department or library. A current trend in the field is the unification of disparate archival units into one larger department within academic libraries. Caroline Daniels, Delinda Stephens Buie, Rachel I. Howard, and Elizabeth E. Reilly describe the thoughtful process undertaken at the University of Louisville to merge departments and staff. Their focus on communication, careful analysis to produce shared policies, and teamwork would be helpful in similar situations or when changing staff roles within a department. While not explicitly discussed, their case study is an excellent example of a successful change in management techniques. Fynnette Eaton's piece on managing organizational change provides the theoretical framework for change management strategies, but her specific example at the National Archives is less helpful because Eaton retired before the change management efforts were finished.

Erin Passehl-Stoddart and Jodi Allison-Bunnell describe their experiences sharing personnel and resources between institutions in two successful grant-funded projects. With dwindling budgets, many institutions may want to explore sharing work through consortia efforts or partnerships with other organizations. Passehl-Stoddart and Allison-Bunnell outline essential lessons learned in the scheduling and supervision of shared staff, building upon existing infrastructure and relationships, devoting enough time to project administration, and the need for strong communication and clear expectations.

Maija Anderson's experience of building knowledge transfer principles into the planning for employee turnover is refreshing. Many repositories skip transition planning

or rush to complete it in the last weeks of an employee's tenure. This has negative ramifications for all involved and creates problems that managers can prevent. Anderson captures essential internal knowledge of a retiring archivist, and she outlines how using knowledge transfer techniques enabled many other essential activities in the management of the department. These included creating written documentation of policies and procedures, training more staff in essential functions, and creating outreach opportunities for stakeholders including library colleagues, users, and donors.

Mark Greene's chapter on strategic planning is a great introduction to those unfamiliar with or frightened by the process. He outlines multiple rounds of strategic planning over the years and the changes he made to the process along the way. Particularly useful are the descriptions of who was involved at different phases of the process, the evaluation of the progress of planning activities, and the reminder that your strategic plan is a tool at your disposal.

The remaining six case studies relate to management in a broader sense by focusing on project management of large-scale projects or major policy and workflow changes led with a management perspective. These chapters cover using Kickstarter for fundraising, developing internships, planning a collection assessment, utilizing precustodial processing techniques, and selecting archival management software. They provide helpful examples of how to utilize management techniques or cover topics in which many managers have oversight. Archivists leading particular units or functions will be able to glean insights into their particular areas. Many approaches and elements of these projects can also be transferred to different types of projects. Particularly helpful in many of these case studies is the focus on and explanation of decision making.

Overall, *Management: Innovative Practices for Archives and Special Collections* is an enjoyable read and a welcome addition to practical examples of management in the archives field. Readers may wish to read straight through or choose the topics most relevant to their work or interests. Either way, most archivists will find something of interest and relevance, whether they are already managers or not.

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Conceptualizing 21st-Century Archives. By Anne J. Gilliland. Chicago: Society of American Archivists, 2014. 322 pp. Index. Softcover. $69.95. 49.95 for SAA members.

As readers of this journal will know, archival history abounds in fascinating stories. As we also know, we are not alone now in our interest in how records have been kept and used. What discipline today is not touched by stories of the first computers, the first use of the word "metadata," the first inclination and continuing realization that memory-keeping could be coordinated across great expanses of time and space?

For these reasons alone and many more, archivists and records managers will find appealing and useful Anne Gilliland's new book, *Conceptualizing 21st-Century Archives*. A professor in UCLA's Department of Information Studies and now director of the archival studies specialization program there, Gilliland largely explores the twentieth century along with the first decade in the new century. She groups together essays that represent the historical, contemporary, and future technological innovations and networks of people that define us, as well as test us, as "the profession of the record" (p. 258).

Gilliland's intent is to place what the book calls "the shifts and divergences that technologies have necessitated, facilitated, or inspired" (back cover). She describes, and sometimes lists to compare, emergent practices and theories (archives as place and postcustodial approaches, definitions of *archivization* and *archivalization*, concepts of communities of memory and record, recognition of community archives and practices of cocreatorship, digital repatriation and the overall archival multiverse). In beginning with these broad constructs, Gilliland notes the need to see both the larger communities in which we operate (the global) as well as the local, and thus borrowing from sociologist Roland Robertson's "glocal"—the coexistences of the great overall with the particular (p. 4). Building on this framework, she presents the history and questions we must now ask about innovations and responsibilities concerning research in electronic records management and new areas of research (personal digital archives and social media, cloud and movie computing, and digital forensics, to name a few). Her more complete historical investigations include attention to the documentation movement (1900–1950), standardization and automation in employment of points of access, metadata, early analog computing, and machine-readable records as building blocks to digital formats. Her future-looking chapters address record-keeping models, digital repositories, preservation, and curation.

Gilliland begins many of her chapters with excerpts of conversations from professional history. These compelling quotes set the tone of her inquiry and purposes for the book: to shift through the nuances within the trajectory in which archives today came to be built, and the opportunities taken and missed, as well. These excerpts also inspire a pleasant (and indeed confident) glance backward. There is a richness of characters here. One of Gilliland's aims is to frame the "growing intellectual and practical complexity of the status, role, and practices of archives in society" (p. 12). These beginning quotations do just that.

Take, for example, the quotations that begin chapters 2 and 6. Dating from 1938, the first of these comes from Charles Samaran, professor of bibliography and archivistics at the École Nationale des Chartes. He defined various aspects of archives, noting,

> Thus we come to recognize in the term <u>archives</u> two meanings: one broad and vague, generally used in ordinary language, and the other narrow and precise, on which the specialists are beginning to agree (p. 37).

Would Samaran not be surprised today at our meeting of the word *archives* at every technological turn, indeed a word now in ordinary language and often unknown in a narrow and a precise way? Gilliland goes on to illuminate archival engagement over the last five decades and concludes that the lack of media limitations and the transcendence of physical housing of records offer new ways that must be integrated for "federating collections online, and for opening up the archive" to more and more uses and types of user interactions (p. 51).

The second example of a quotation and the historical look Gilliland evokes comes from 2003 as Meyer Fishbein remembered the 1960s and the first machine-readable tapes of the government:

> I conducted many interviews to learn major elements of the computer system. To my question about eventual disposition of the tapes, the managerial staff told me that the tapes would be erased and reused to save money. . . .[he] pointed out, mistakenly, that the National Archives had declared punch cards and machine-readable media to be "non-records." After much discussion, the Census Bureau agreed to temporarily discontinue erasing their magnetic tapes (pp. 131–32).

Here Gilliland begins her chapter on the early efforts to understand how quickly record keeping could be understood and practices implemented, and how the work of archivists entered this type of electronic environment. She follows this with another chapter on a later period (1990 to almost the present) and descriptions of personal digital archives, areas of digital forensics, and an especially helpful list of actions involved in cloud storage. Her list of actions needed for creating policies for record storage in the cloud contains just enough foundational ideas and practicalities to help one navigate the fast-changing world of technological innovations without being overwhelmed.

Gilliland's strongest chapter is that on record-keeping models. She explains better than anyone has the records continuum model, which is very useful for teaching the logics and the theories of archives today. She pays attention to the nimble way that archives must begin to consider stewardship rather than custody alone.

In its entirety, this is a book from which teachers, students, and archivists can pull specific chapters for various purposes. The charts will be useful to instructors in library science and archival studies, especially those addressing the ranges involved in pondering memory-keeping, records creation and use, and key contributions to evolving ideas, practices, standards, and technologies by regions. The examples of areas of archival engagement over the past 50 years show not only increases in work outside what were once our narrow specialties but also some surprises, such as the steadiness of lobbying against unduly restrictive records closures and copyright protections, and support of human rights concerns (pp. 48–49).

Those praises aside, the book is not consistently well edited. The long sentences add up to make the text less than engaging. If we are, as she argues, the profession of record, we want to be transparently so to others. Here an opportunity is missed in telling our wonderful journey, the logics and beginnings of our work, to others. It

seems especially odd that editing could not have been better handled since 5 of the 11 chapters were published in earlier forms.

In addition, one disappointing aspect is that Gilliland does not, even in her bibliography, touch on the wealth of material about other definitions of archives outside our profession. She mentions only Derrida, Foucault, and Stoler but leaves out such books as the *Digital Memory and the Archives* by Wolfgang Ernst (English translation, 2012), *Big Archives* by Sven Spieker (2008), *The Archive* by Charles Merewether (2006), *The Allure of the Archives* by Arlette Farge (English translation, 2013), and many more. Would it not have been helpful to have briefly addressed these or others since surely our networked world will require our work as academics and recordkeepers together? Her footnotes mostly reflect the period before 2010, and while this might be expected in the slowness of publishing, again, it seems an oversight that could have been corrected in editing. She includes very few readings even from archival journals in general past 2009.

Nevertheless, the book was to me, and will be to you, a treat to read. Archivists in general do not often have the time to wander into our pasts. First, this past seems close to us in time, and second, we are a practical group, usually understaffed in our facilities as well. By setting the present within the past, and by asking us to look to the future, Gilliland allows us to grow toward the "intellectual and practical complexity of the status, role and practices of archives in society" (p. 12).

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Linked Data for Libraries, Archives and Museums: How to Clean, Link and Publish Your Metadata. By Seth van Hooland and Ruben Verborgh. Chicago: Neal-Schuman, 2014. 254 pp. Index. Softcover. $88.00.

Since the earliest days of the World Wide Web, and even before, there have been visions of a computer model where all information could coexist and interrelate, allowing for easy access, dissemination, and discoverability. This was fully articulated in 2001 by Tim Berners-Lee, when he proposed the semantic web vision—an Internet that is readable and interpretable by computers, not just humans. Given the scale of the web, however, it became increasingly clear that a fully semantic web is not feasible, and, in 2006, Berners-Lee changed course and developed the principles of linked data—a "simple way to format data so it can be interpreted by software" (p. 45). Rather than a specific technology, linked data is a set of best practices for the publication of structured data on the web, identifying data through the use of Uniform Resource Identifiers (URIs) that in turn link to other URIs so that additional information can be discovered.

The intention of *Linked Data for Libraries, Archives and Museums: How to Clean, Link and Publish Your Metadata* is simple: to provide readers with a practical guide for understanding and using linked data. Writing largely for the nontechnical user, the authors combine history, theory, and hands-on application to focus on the common needs of those in the cultural heritage sectors (libraries, archives, and museums), helping to lower the technical barriers that may exist. With examples using freely available tools and services, this handbook can help cultural heritage professionals to make the most of their institutions' existing metadata, as well as to plan for the future.

While other books cover linked data, none fills this niche. The authors understand these concepts well and are successful at conveying them to their audience. Van Hooland (PhD in information science) is a metadata expert in charge of the master of information science program at the Université libre de Bruxelles. Verborgh (PhD in computer science engineering) is a researcher in semantic hypermedia and web technologies. Together, they are able to help make sense of a topic that can be "quite complex and even outright messy" (p. 1).

The book's layout is clearly defined and easy to follow. After an introduction that, in part, addresses the challenges and limitations of linked data, the authors discuss various aspects of evaluating and preparing a local institution's metadata for linking to and sharing with the linked data cloud. The book is designed so that each section can be taken on its own and studied as deeply as is needed, or it can be read in its entirety as a "global handbook" for an understanding of the subject. Framed within an "elaborate historical overview," the authors present each section as it relates to the larger context of metadata evolution. Rather than a high-level theoretical view, this approach provides grounding and helps the reader understand how the various pieces came to be, how they fit together, and most important, how to use them.

The authors begin with an analysis of the ways in which metadata is stored, from tabular format (spreadsheets) to relational databases; the emergence of meta-markup languages (such as XML) for data portability; and finally the triple store approach that comprises Resource Description Framework (RDF), the data model underlying the linked data vision. We see how metadata itself has developed from largely unstructured

descriptions (narrative-centric) to highly structured and standardized fields (data-centric), enabling interconnectedness of data but losing narrative richness in the process.

In the RDF data model, "triples" are used to store data. Each triple consists of a subject, a predicate, and an object, with each of these being represented by a URL whenever possible. The subject and object are related—the predicate describes the relationship (a very simple non-URL example would be: <The artwork 'Puppy'> <was created by> <Jeff Koons>). Since all of the information is contained within the individual triple, RDF does not rely on an outside schema to help interpret the meaning of the data (as XML does). This inclusiveness allows data to connect and interact. Through the use of URIs, computers can automatically link many triples together, unlocking intricate interrelationships and meanings that can be difficult to identify or extract through other methods. The technical aspects of this are not easy to comprehend, but with the help of a variety of examples, the authors lay a good foundation for further study.

The book emphasizes the value of metadata quality and the challenges in creating it: "It is difficult to overstate the importance of data quality in our current information-driven society. . . . At its best, publishing bad data is useless. At its worst, it can have disastrous consequences" (p. 73). Using OpenRefine, an interactive data-transformation tool (IDT) with a spreadsheetlike interface and some very powerful features, the authors offer simple and practical steps on data profiling—"the first and essential step towards data quality" (p. 77)—and data cleaning to enhance the consistency and quality of your metadata. As someone who learns better by doing rather than reading, I found that working through these accompanying tutorial exercises really helped to cement and enhance the textual explanations in the book.

Subsequent sections of the book go into detail on adding value ("enrichment") to your existing metadata, both in structured data fields (through mapping, or "reconciling," existing locally controlled vocabularies to well-established thesauri, such as LCSH or AAT) and in unstructured descriptive data fields (through named-entity recognition and automated linking with the linked open data cloud). Although this process can be technical and time intensive, the authors have developed a plugin for OpenRefine that allows the user to fully leverage these services as part of an easy-to-use data analysis workflow, resulting in a robust system of data that may produce search results with better recall and precision than natural language searches.

Once the metadata has been processed, the final step is to publish it so that it can be used as part of the cloud: "Good datasets not only link to others, but become linked themselves" (p. 210). The last section of the book discusses how best to prepare your content for "sustainable publishing" through best practice guidelines for "future proof" URL construction, content markup, and architectural style. For readers with minimal background in this area, this section contains some concepts that can be challenging to grasp. The authors, though, write with this in mind and present the information understandably and thoroughly.

Throughout the book, the authors present these sometimes complicated concepts in a clear and descriptive manner, situating them firmly within the larger framework of metadata evolution. However, in some ways, the real value of this book is in the case studies. Each of the major sections of the book ends with a real-life case study of how that specific topic can (or has been) applied in an actual working environment. Whether

it is cleaning the metadata of the Schoenberg Database of Manuscripts, or enriching the descriptive unstructured metadata fields of the British Museum through named-entity recognition, the reader is invited to download metadata sets and work alongside the authors to get hands-on experience with each of these tasks. Beginning with a walk through the basics and moving into application of selected tools and services, the reader obtains "a full understanding of how [they] work at the lowest level" (p. 137), making these technologies much more accessible. This practical application provides the average reader with a degree of understanding, far beyond simply a theoretical approach, that is crucial before contemplating working with linked data.

You will not be an expert in linked data application when you finish reading this book. Some of the practical exercises are led more than explained, and some tasks, such as learning the complex RDF query language, SPARQL, are by necessity outside the scope of this text. However, you almost certainly will feel much more confident about understanding linked data principles and what they can and cannot do in real life. You will learn some valuable and user-friendly tools to help get you started, and you likely will be prepared to begin both to identify where linked data can help your institution and to experiment with your own data. While not necessarily a book for the casual reader, *Linked Data for Libraries, Archives and Museums* is certainly recommended for cultural heritage professionals who want to learn more about linked data and its application for their collections.

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Import of the Archive: US Colonial Rule of the Philippines and the Making of American Archival History. Series on Archives, Archivists, and Society. By Cheryl Beredo. Sacramento: Litwin Books, 2013. 157 pp. Notes, index. Softcover. $25.00.

Archives are vital to imagining and strengthening communities, however broadly or narrowly one defines the term *community*. Archives also are essential to the control of people, the waging of wars, and the maintenance of power. *Import of the Archive: US Colonial Rule of the Philippines and the Making of American Archival History* by Cheryl Beredo is a book of archival history that already has come to terms with these unfortunate roles. But whereas other archival works simply discuss the theoretical or moral implications of these processes, *Import of the Archive* details how these roles actually played out in the Philippines. Through an exploration of bureaucratic organization and reorganization, Beredo effectively demonstrates the significant impact an archives can have on a country.

Import of the Archive surveys a brief, yet formative time period in the history of the Philippines from the Spanish-American War in 1898 to the passage of the Jones Act in 1916, which established the Philippine Senate and provided the first glimpse of autonomy for the people of the Philippines. More specifically, it centers on the role that archives played in the wars and subsequent administration of the archipelago by the United States. In this 20-year period, one colonial power fell, only to be replaced by another, and *Import of the Archive* describes that uneasy transition from the perspective of the victorious colonizing power. Beredo divides the book into three thematic chapters, "Archives and War," "Archives and Anti-Imperialism," and "Archives and Land."

The first chapter, "Archives and War," addresses the Spanish-American War (1898) and the later Philippine-American War (1899–1902), focusing on the martial origin and use of many of the records in the Philippines during this period. Included in the $20,000,000 price tag of the 1898 Treaty of Paris, which ended the Spanish-American War, was the transfer of an enormous trove of Spanish colonial records, which proved invaluable throughout American war efforts in the Philippines. During the Philippine-American War a year later, both the United States and the would-be Philippine Republic acknowledged the need for good record keeping. As Beredo deftly points out, accurate records were so important to the Philippine forces that their preservation even outweighed the danger of their seizure by the Americans, a result that would have harmed the republic's cause. Likewise, American forces created the Office of Insurgent Records, specifically dedicated to the compilation and translation of captured Filipino records.

The second chapter, "Archives and Anti-Imperialism," explores what Beredo calls an "unofficial archive" of materials (such as pamphlets, editorials, books, and testimonials) produced in the United States by the Anti-Imperialist League and other opponents of America's colonial aspirations. This chapter underscores the monumental challenges that opponents of the war and later occupation encountered in creating a counternarrative in the face of the dominant one produced by imperial supporters in the government and in the American press.

The third chapter, "Archives and Land," investigates the civil administration of the Philippines once hostilities ceased and the United States defeated the Philippine Republican forces. Though not as visible as other signs of "progress" such as education

and road construction, the archives nevertheless contributed to the perceived improvement of the Philippines. During the occupation, the government attempted to encourage homesteading on the islands, and, as a result, the Bureau of Archives became the registrar for active land patents. Beredo also mentions controversies that placed the archives in the front and center of public attention. These included the friar lands, property previously owned by the Spanish friars, and the branding and registration of carabao cattle.

Instead of being an apology for imperialism, Beredo's almost exclusive, but fully intentional and acknowledged, focus on the American government of the Philippines serves an entirely different purpose. She succeeds in putting the reader inside the Bureau of Archives and more important, into the growing government bureaucracy. The effect is that both the impersonal and insidious natures of colonial record keeping come through. She clearly concedes that this book is not an attempt to explore "silences" found in official documentation. Quite the opposite. She shows how the sheer volume of records could serve to obscure other voices and alternative narratives. The unique perspective of this book is not simply its highlighting of the role that archives play and have played in creating and sustaining the regime in the Philippines, but the normalization of it through archival practice. For instance, she describes the Bureau of Archives' cross-referencing systems and filing cabinets as the "unremarkable workhorses of the bureaucracy" (p. 12). Though archivists are often loath to admit it, they are the handmaidens of bureaucracy. This is also part of the power of archives, as Beredo points out. "It [the archives] transformed records of remarkable events—imperial conquest and colonial governance—into matters of routine business" (p. 13). Her matter-of-fact approach to archives is a rare one. Beredo strips much of the mystique from archives to reveal how essential archives are in controlling and subjugating peoples, in this case, the peoples of the Philippines. *Import of the Archive* doesn't contain much in the way of specific advice to current archivists, but Beredo does offer one prescient warning that ". . . archivists must at least consider how present practice helps to maintain whatever 'invisible,' unquestioned, or readily-accepted order" exists (p. 102). Beredo's book offers a clear illustration of how the act of record keeping has been and can be politicized.

Another theme that runs throughout this book, and one to which many archivists today can relate, is organizational or institutional placement. The Bureau of Archives' situation within the governmental hierarchy helped to determine its prestige and, ultimately, its importance to the US regime. Though Beredo does not include much information on the structure of Spanish colonial archives administration before the Spanish-American War, she notes that Manuel Yriarte was the colonial government's archivist for the Crown of Spain, and he continued to serve through the American occupation. In 1901, before the conclusion of the Philippine-American War, the Bureau of Archives became a part of the Department of Public Instruction. In 1905, the bureau then became a division of the executive branch, and, in addition to registering land and homesteads, it also served as the repository for active records such as patents, copyrights, and trademarks. This configuration lasted for nearly 10 years until 1916, when the bureau was incorporated into the Philippine Library and Museum in the Department of Public Instruction. Two years later, the Division of Archives, Patents, Copyrights and Trademarks lost these added responsibilities and, as a result, lost much

of its administrative esteem and usefulness to the civil government. It then became primarily a cultural service with a wider audience, a role familiar to many archivists today.

Missing in *Import of the Archive* is the counterpoint of American archival theory and record-keeping practices at the time. We're left questioning what exactly was imported, as the title suggests. While the formation of a National Archives in the United States was nearly 20 years off, by 1916, archivists in the Philippines had managed to centralize many archival operations and to add many other important responsibilities to their purview. The importance of the Bureau of Archives makes one wonder what effect it had on the growth and development of the archival profession in the United States.

Despite this unanswered question, *Import of the Archive* is a valuable contribution to the field of archival history, Filipino history, and the study of archives and colonialism. Beredo's work will help to ensure that this overlooked chapter of American archival history will be taught alongside the writings of Sparks, Buck, Norton, and Schellenberg. In particular, it could supplement the opening chapter of Richard Berner's *Archival Theory and Practice in the United States: A Historical Analysis* (1983). As a work of Filipino history, *Import of the Archive* could help scholars better understand the place of archives in the immense bureaucracy that led to and supported the occupation of the archipelago. Beredo ensures that readers see archives as institutions and not simply as the records housed within. As a study of archives and colonialism, it accompanies previous works such as Jeannette Bastian's *Owning Memory, How a Caribbean Community Lost Its Archives and Found Its History* (2003) and the essays from the Sawyer Seminar, later published in Francis Blouin and William Rosenberg's *Archives, Documentation and Institutions of Social Memory* (2007). It is also a perfect case study and companion reading for some of the ideas that Randall Jimerson discusses in *Archives Power: Memory, Accountability, and Social Justice* (2009). Archivists have much to gain in further engaging Beredo's subject matter, adopting her institutional approach to history, and replicating her investigation into the blind spots of our professional history.

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