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Jimmy Carter Library

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The Development of the Jimmy Carter Library’s Audiovisual Collection

David J. Stanhope

The audio-visual (AV) collection of a presidential library offers the world a unique record of the life and times of a United States President and his administration. The nature of presidential AV records also creates a considerable challenge for the Office of Presidential Libraries within the National Archives and Records Administration. To meet the needs of the president, the public, and future scholars, special archival policies and practices must be implemented when dealing with presidential AV records. The development of the Jimmy Carter Library AV Collection presents an excellent case study of the policies, programs, and problems involved in administering a presidential AV collection.

The development of the Jimmy Carter AV Collection can be divided into four distinct stages or phases: creation of
the collection, beginning January 20, 1977; pre-library, which lasted from January 20, 1981, until the opening of the Jimmy Carter Library, October 1, 1985; beginning library, through October 1, 1990; and established library. This article will identify different AV series and media in the collection and will discuss archival methods, procedures, and problems involved with each group during each phase of the developing collection. Other archival functions and policies related to the collection, such as accessioning, copyright, equipment, and supplies also will be discussed.

Many of the materials that comprise the Carter AV Collection were not created by or during the Carter administration. However, the cornerstone of the Carter AV Collection are those materials that were created by the Carter White House offices and agencies, January 20, 1977, through January 20, 1981. The four major series created were the White House Staff Photographers (WHSP) negatives and still pictures, White House Communications Agency (WHCA) videotapes, WHCA audiotapes, and the Naval Photographic Center (NPC) films.* Other AV material created or retained by the White House included a small collection of pre-presidential photographs, an oral history audiotape collection created by the National Archives liaison staff, a Panama Canal oral history collection created by a staff intern, and an audiotape collection of 1976 Carter campaign speeches.

* A list of abbreviations used follows the article.
To help monitor the creation and disposition of presidential historical materials, the Office of Presidential Libraries (NL) of the National Archives and Records Administration (NARA) detailed a small presidential papers liaison staff within the White House complex. The primary goal of NL and the liaison staff was to help ensure that a full and accurate record of the president and his administration was organized and preserved for deposit in a presidential library. This task was accomplished by offering archival services to the White House, and most importantly, by advising the president and his staff about the importance of preserving historical presidential material.\(^1\)

A brief description of each presidential AV collection, its creating office, and NL's assistance is needed to understand the provenance and development of the Jimmy Carter AV Collection.

The office of White House Staff Photographer was administered through the White House Military Office, but policy decisions concerning the photos were directed by the White House Press Office. The staff photographers produced over 28,000 rolls of photographic film organized into five series: presidential, vice presidential, personal, personal history, and White House grounds and buildings. Most of this film was 35 mm, with approximately 400 rolls on

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\(^1\) Report, Carter Presidential Historical Materials, 16 March 1977, "Presidential Papers [1]," Box 70, Hugh Carter's Files, Jimmy Carter Library (Hereafter cited as JCL); interview with John Fawcett (Assistant Archivist for Presidential Libraries), 12 July 1990.
70 mm, 90 mm, and 120 mm film. Each roll was assigned a series letter and a roll number, dated, and then filed numerically. The numbering system for each of the presidential, vice presidential, and personal series was roughly chronological. Each roll was stored in a glassine negative sleeve within a folder (some acid neutral, some not) with a contact sheet of the roll identifying photographer, roll number, and date. Extra sets of contact sheets were printed to be used as the collection finding aid.

The archives liaison staff and NL served the staff photographers office in an advisory role only. Archivists at NL advised the office on what film to use and archival processing standards. The also advised the White House Administration Office on the need to implement a photo identification and indexing program. This was never done, later causing difficulty for archivists responsible for providing reference service for the collection.

The White House Communications Agency was also operated by the White House Military Office. Two of their many responsibilities were to make audio and video recordings of the president, first lady, and White House staff. WHCA audio crews recorded all public speeches and statements of the president, the first lady, and some of the comments made by senior aides on one-quarter-inch, reel-to-reel audiotape. Scheduling for events to be

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2 Interview with Fynette Eaton (Branch Chief, Technical Services Branch, Center for Electronic Records), 6/20/90; Monthly Status Report of Presidential Papers Staff, Marie Allen to Daniel Reed, 2 August 1978, "6/78-12/78;" Reading files of David E. Alsobrook.
recorded was arranged through secretaries of the president and first lady and through the White House Office of Communications (not to be confused with WHCA). The audiotapes were arranged into presidential, first lady, or staff series, and then numbered in rough chronological order.

WHCA videotapes were recorded off network television or created by WHCA. Presidential speeches, news conferences, and interviews were recorded on two-inch quad videotape. The nightly news summaries aired by the major networks were recorded on three-quarter-inch videocassettes. The videotapes were arranged into two series: presidential and Carter Hold Bay (CHB). The CHB tapes were miscellaneous programs recorded for the personal use of the president and his staff. This series also included some videotaped speech practice sessions. The videotapes were also numbered in chronological order.

Scheduling for WHCA video was through the White House Office of Communications and Office of Administration. NL and the liaison staff also scheduled programs of historical significance to be recorded. More important, they advised WHCA of the need to preserve video recordings of the president's speech rehearsal sessions. WHCA did not recognize the historical value of the practice speech tapes and usually reused the tape stock. NL arranged to provide or reimburse WHCA with tape stock in exchange for the
practice tapes. Unfortunately, this arrangement began in mid-1979, and only a few practice tapes were preserved.\(^3\)

NARA provided courtesy storage services to WHCA for their video and audio tapes. WHCA retained legal custody of the tapes, including control over access, while NARA merely assured a safe, secure storage location. This service was coordinated by NL archivists.\(^4\)

The Naval Photographic Center located at Anacostia Naval Air Station created an important presidential film collection. This unit’s work with the White House also was coordinated through the White House Military Office. Film assignments were scheduled through the president’s secretary, the Office for Appointments, Scheduling and Advance, and the Office of Communications. NPC film crews were responsible for filming presidential trips, official White House ceremonies, and state dinners. Access to the film was controlled by the Press Office. In order to save money, events recorded by WHCA on video were not filmed


\(^4\) Memo, Marie Allen to Valerio Giannini, 29 March 1978, "PHM Memos to/from Giannini/Carter," Reading Files of David E. Alsobrook.
by NPC. All of the film created was 16 mm color original with a separately recorded one-quarter-inch audiotape sound track; however, sound was not recorded at all events filmed. Duplicate or reference 16mm work prints with 16mm magnetic sound tracks were reproduced for some of the film to preserve the originals. Films were filed chronologically with an ID code indicating the fiscal year of the film and its numerical sequence. NL also provided courtesy storage for NPC film.

All of these AV collections created to document the Carter administration were considered presidential materials. The NPC film, though produced by a federal agency outside the White House, was designated presidential materials by the White House, NPC officials, and the National Archives.\(^5\)

The smaller AV collections retained or produced by the Carter White House were of a special nature. The staff exit interviews and family oral history program were initiated and implemented by NL and the liaison staff, with the approval of President Carter. To ensure legal ownership, deeds of gift were transacted for all interviewees not on the White House staff. White House staff interviews were considered presidential materials and thus did not require deeds of gift. The Panama Canal oral history program was produced by an intern in the Congressional Liaison Office. The archives

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liaison staff did not participate actively in this program, but did offer literature on oral history techniques, office supplies, and clerical assistance. The Panama Canal history tapes were transferred to and filed by White House Central Files. The 1976 Carter campaign tapes were part of the Carter campaign materials originally deposited with the Georgia Department of Archives and History. A duplicate set was made for the Carter White House. NL created a subject index for the tapes based on the White House Central File subject categories detailing speeches, briefings, and interviews.6

In November 1980, President Carter lost his bid for a second term as president and the first stage of development of the Jimmy Carter AV collection was ended. Earlier in his administration President Carter signed a letter of intent to donate his presidential materials to the U.S. government for later deposit in a presidential library. This letter of intent gave NL the authority to make arrangements for the future disposition of the Carter presidential materials. During the last weeks of the administration, NL AV specialists surveyed the AV records created by the Carter White House. This survey covered those records created by WHSP, WHCA, and NPC offices. The smaller AV collections were not included in this survey, because they belonged to offices already surveyed by NL’s liaison office.

Many Carter AV materials were not surveyed by NL specialists or accessioned by NL because they had been removed from the White House before the end of the administration survey took place. Some of the material is still unaccounted for. Some of it, like the WHSP personal and personal history series, is in the possession of staff still working for President Carter.

On January 21, 1981, the Carter White House materials were shipped to the Carter Presidential Materials Project (NCLP) in Atlanta, Georgia. Because NCLP did not have proper storage facilities, all White House AV materials, except those smaller collections shipped with White House office files, were deposited at the National Archives. On January 31, 1981, President Carter signed a deed of gift, donating his presidential materials to the United States government.7

The transfer of the Carter AV material to the National Archives marked the beginning of the second, or pre-library, phase in the development of the Carter AV collection. The material was stored in Washington, D.C., because the facilities in Atlanta did not meet environmental standards for the storage of sensitive AV material. NL, which had the

trained staff and equipment essential for the proper administration and preservation of a multi-media AV collection, initiated archival programs and policies guided by the principles of provenance and President Carter's deed of gift.

NL accessioned a considerable amount of Carter AV material. The 185-cubic-foot WHSP collection of negatives, extra photographic prints, and contact sheets, contained approximately 600,000 images. The WHCA collection consisted on 99 cubic feet of two-inch videotape, 86 cubic feet of three-quarter-inch videocassettes, and 152 cubic feet of one-quarter-inch audiotape. NPC film titled approximately 250 cubic feet of color original and sound track audiotapes. After the material was accessioned, NL worked primarily on processing, referencing, and preserving the collection. Much of this work was done to prepare the material for its future disposition and use at the Jimmy Carter Library.

Processing the material was simple and straight-forward. All the collections were in order, and NL followed the original order of the collections. The WHSP collection, which had not been examined by administration staff, was inspected and arranged while archivists assembled an orderly and accurate set of contact sheets. Finding aids of the material consisted of the inventories and logs that accompanied the material to NL. The WHSP contact sheets

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served as the finding aid for the WHSP photos and negatives. No scope and content notes or collection descriptions were produced during this stage by NL or NCLP staff.

Most of NL's programs and policies concerning the Carter material focused on conservation, which "encompasses the three functions of examination, preservation, and restoration." Examination of the material was done during processing. Restoration of the relatively new material was unwarranted at this time. NL focused its energies on preservation programs that would help preserve the material for future generations.

Preservation programs are those that are designed to stabilize the current conditions of the material, regulate the environment, provide appropriate housing and storage, and monitor use and handling. Because the Carter material was new, NL had to do little to stabilize its condition, other than provide housing in an environmentally safe storage facility. All of the magnetic tape and film was put into appropriate sleeves or boxes and stored in a regulated environment. Most of NL's preservation programs centered on measures to limit improper or excessive handling and they initiated a preservation and reference copy program for the Carter AV collection which allowed duplicate copies of the material to be used for reference and copy service orders. Original

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materials were then prepared to be preserved in cold storage facilities planned for the future Carter Library.

The copying program was costly and labor intensive. Fortunately, the WHCA audiotape collection was accessioned with a reference copy and an original set of tapes. The program was designed to produce a reference copy for each WHCA videotape, most of the NPC films, and one-sixth of the WHSP negatives. A three-quarter-inch reference videotape collection of all the WHCA videotape was created by making duplicates of all the three-quarter-inch News Summaries and transferring all the two-inch video to three-quarter-inch videocassettes. The reference work print and 16 mm mag track collection for the NPC film had been initiated by the NPC labs during the administration. NL continued this program after it received the material. In an attempt to cut costs, some films of routine events were not duplicated. Another program to create a video reference collection of the NPC film was begun, but was not completed because it was too costly, labor intensive, and time consuming. Archivists at NL and NLCP selected approximately one-sixth of the WHSP negatives to be duplicated onto 90 mm film. The film duplication was done by Kodak, Inc., and shipments of original film were periodically sent to them from 1982 to 1988. The images selected for duplication were those that best document the history of the Carter administration.
Routine ceremonial handshake photos were not included in the 90 mm negative collection.\footnote{Eaton, Thurman, interviews; Report, Progress of the Carter Presidential Materials Project, 27 May 1982, "AV;" Monthly Report, March 1982, "Monthly Reports," Administration Files of JCL, 1982.}

Providing reference service for the Carter AV collection was a cumbersome task for NL and NLCP archivists during the pre-library years. Reference requests were received by NL, by NLCP, and by President Carter's transition office. NL had physical possession of the material in Washington, DC, but President Carter's office in Atlanta controlled access to the material. Because of this arrangement, many reference requests were routed through all three offices before action on the request was completed.

An additional reference problem during this period was caused by the limited finding aids. There were no name, subject, place, or event indices for any of the collections. Audio, video, and film logs were available for WHCA and NPC collections. NL and NLCP each had a set of WHSP contact sheets, but because there was no index to the collection, finding photographs was difficult. NL could access the photo collection by date only. NLCP used the president's daily diary name index to locate dates people met with the president. Archivists would then check to see if a photo for that particular meeting or person existed. Photo requests of a subjective nature, such as the president
in leisure or with a group of children, were nearly impossible to fulfill without many hours of searching.\textsuperscript{11}

Copyright issues concerning the collection involved the WHCA material, since both the WHSP and NPC collections were in the public domain. The WHCA collections contained many tapes recorded off network television and subject to copyright. According to NL policy, tapes of presidential events covered by pool coverage would be considered public domain because the networks could not copyright the image or words of the president. These events included national press conferences and speeches. Researchers requesting copies of copyrighted material were warned that the material was copyrighted and advised to seek permission to use the material. NL did not copy or duplicate copyrighted material except for those instances cited in the fair use clauses of the 1976 copyright law (17 United States Code, sections 107 and 108).

During the pre-library years, NL was the office most involved with the Carter AV material, but NLCP was also involved with the developing collection. In addition to AV reference, most of NLCP's work involved accessioning post-presidential AV material, which was received through President Carter's office or through solicitation efforts by NL and NLCP. Most of the material received through President Carter's office consisted of photos, tapes, and records mailed to President Carter by the public. Some were

created by President Carter's office or by agents contracted by his office. Some of the most significant material included photos of President Carter's trips and video and audio recordings of symposiums held at the Carter Center of Emory University.

Solicitation efforts by NL and NLCP during this period did result in the acquisition of two valuable collections, the Rafshoon collection and the Mims collection. The Gerald Rafshoon collection, 1970-1981, consisting of 144 cubic feet of videotape, audiotape, and film documents the communications and public relations firms that produced many of President Carter's campaign commercials. This collection contains both the commercial master and edited out-takes. The Roddy Mims collection, 1976-1982, consists of thirty cubic feet of color slides and black and white photographic negatives taken by Roddy Mims, a Time-Life photographer. The collection documents Mims's work covering political candidates and government officials during the Carter years and contains many images of President Carter as well as other Democratic and Republican officials. The deed of gift for each collection transferred physical ownership and copyright to the National Archives.

The second phase in the development of the Carter AV collection ended with the opening of the Jimmy Carter Library and the transfer of the Carter material from NL to it. The beginning-library phase in the development of the collection was particularly important. It was during this phase that the entire collection was brought together within the Jimmy Carter Library. Programs, policies, and procedures established during this phase have had a
permanent effect on the organization and management of the collection. Problems such as small staff size and a divided collection hampered NLC’s efforts to organize the collection quickly for public use. Most of the work done during this period concentrated on organizing the storage areas, establishing reference procedures, implementing an AV copying service, continuing preservation projects, and processing post-presidential collections.

The transfer of the Carter AV material from Washington to Atlanta began in the spring of 1987. Because of continuing copying programs, NL retained approximately twenty percent of the WHSP negatives and all of the NPC work prints for fiscal years 1978 through 1981. The entire WHCA two-inch video collection was also kept in Washington. This material was periodically shipped to NLC over the next three and a half years. Dividing the materials between Washington and Atlanta initially was necessary and beneficial, but later caused problems.

The new library had been planned and built with particular attention given to the storage of audio-visual material. In addition to stack areas for manuscript material, the library contained two cold storage vaults and a lab with a photographic dark room. The entire facility was climate controlled; stack levels were to stay at sixty-eight to seventy-two degrees Fahrenheit with a relative humidity (RH) of fifty to sixty percent, the cooler vault at fifty to fifty-five degrees, and the freezer vault was at zero degrees Fahrenheit. While an ideal relative humidity for each cold vault would have been forty to fifty percent, engineering and funding limitations demanded that the vaults have an RH of fifty to
sixty percent. The AV lab and dark room, which were supplied by a separate air system, had been designed for temperatures as low as sixty-five degrees Fahrenheit with a fifty percent RH. The AV storage facilities were designed so that original NPC film and WHSP negatives would be frozen (housed permanently in the freezer vault) and the rest of the material would be stored in the cooler vault. Unfortunately, the amount of post-presidential material accessioned during this period made the original storage plans insufficient.

During 1987, the freezer vault was unused because its relative humidity was too high and temperature fluctuations on a cyclical basis had occurred. This forced staff to store all NLC AV material in the cooler vault. It soon became apparent that there was going to be a shortage of storage space. NLC was still expecting to receive the Rafshoon collection and the rest of the presidential material from NL, a total of 300 cubic feet. In addition, NLC had to plan for future acquisitions.

During the beginning-library period, alternate storage arrangements were implemented to resolve the storage problems. First, the freezer vault cooling units were repaired in the fall of 1988 allowing the 220 cubic feet of NPC film originals to be stored there. The WHCA audiotapes and NPC audiotapes were stored in stack areas where temperature and humidity levels were not ideal, but they were stable and posed no immediate threat to the tapes. All extra contact sheets were also stored in the stack.

12Eventually all of the WHSP original negatives will be stored there as well.
areas. These arrangements left room in the cooler vault to store the rest of the presidential and post-presidential material which included all the reference collections, the Rafshoon and Mims collections, and other post-presidential materials.

In addition to organizing the storage space, NLC AV personnel also formulated reference procedures for using the collection. These were designed for visiting researchers as well as phone and mail requests. NLC had to balance the public’s right to use the collection with NLC’s need to preserve the integrity of the material. Reference copies for all of the presidential material were made to limit the use of original material. Duplicates would be made from reference copies. The fundamental policy governing all of NLC’s reference and copy programs was that no original material would be used or loaned for viewing or copying.\(^{13}\)

When the Jimmy Carter Library opened, the only AV material open for research was the presidential material and some pre-presidential photos that were used in the museum. Access was no longer controlled by President Carter’s office; most questions concerning access were left to the discretion of the library’s director.

Most AV requests still came through the mail or by phone. Since the collection was not indexed and was accessed by date only, reference work was still difficult. Some research aids did exist to help find names, events, dates, and quotes. These included the president’s daily

\(^{13}\)WHSP original negatives will be used to make prints until the 90 mm copy negative project is finished.
diary, *Public Papers of the Presidents*, and a card index to the WHSP collection. Unfortunately, the card index was incomplete and only indexed up to mid-1978. Finding AV material, when given vague or nonspecific descriptions, was still a difficult task. Researchers interested in footage of a Carter quote were required to locate the date and event where the statement was made. In general, one hour was the limit NLC staff would spend on research for a mail or phone reference request. Most material or information was found within this time, but if it was not, the researcher was so informed.

Researchers visiting the library were given research interviews by the AV archivist. The interview was used to familiarize the researcher with the library’s holdings, rules, and procedures. Researchers worked in the library’s research room, which was furnished with a set of finding aids and a small room for viewing videotapes or listening to audiotapes. All researchers were encouraged to use the resources available in the research room for finding AV materials or information pertinent to their topics and searches. A reproduction form for audiovisuals was used for ordering reproductions of material.

When the library opened, it did not have facilities or equipment to view the NPC film. In the spring of 1990, NLC purchased a 16 mm movie viewer. Prior to that purchase, researchers viewed video reference copies of the film; films without video reference copies were kept at NARA’s NL or sent to them for viewing.

The AV archivist replied to research requests in writing, by phone, or both. Researchers interested in photos were
usually sent photocopies. Researchers interested in visual footage or sound recordings were informed whether a videotape, audiotape, or film existed for the desired event. All written replies were accompanied by an NLC reproduction fee schedule and an AV reproduction order form. Researchers would then send the form and payment back to NLC, which would process the order and mail the duplicates to the researcher.

Payment procedures for AV reproductions were also troublesome during the library's first years. All payments were received and processed by the AV archivist for the National Archives Trust Fund. Individuals were required to pre-pay, while businesses and agencies, such as newspapers and television stations, were sent invoices. Many bills became long overdue and some were not paid at all. The AV archivist spent an inordinate amount of time keeping track of accounts and sending out past due notices. A new policy was eventually established for firms that had an outstanding bill, delaying the processing of their reproduction requests until that bill was paid, but this did little to solve the problem. In the summer of 1990, the NLC decided to require pre-payment for all AV reproduction requests. To help expedite requests, NLC began to accept credit cards for payment which freed the AV archivist from unnecessary accounting duties and insured that all AV researchers paid their bills.

Also established during the beginning-library period was the AV copying service. Set up to fulfill several institutional goals, such as preservation, reference, and outreach programs, NLC's copying service was used mostly to fulfill
AV reproduction requests. Because of the variety of AV mediums within the Carter AV collection and the wide range of users, the NLC copying service offered a variety of reproduction services. Several factors, such as the cost of equipment, technical training, security, and convenience, determined whether a particular reproduction service was done by Carter Library staff or sent out to commercial firms. Vendors were chosen on their ability to deliver services while safeguarding the integrity of the material duplicated. Commercial labs were briefed on the special nature of archival material and the need to protect and preserve it at all times.

Copying performed by staff required inexpensive equipment and a minimum of technical expertise. The first staff copying services were video and audiotape duplication. NLC was able to supply these services with two three-quarter-inch video machines, a VHS player/recorder, and a telex tape duplicating machine. In the spring of 1988, a dark room was set up to handle black and white photographic work. Commercial firms made film-to-video transfers, and reproduced 16 mm motion picture film, color photographs, and various high-tech videotape formats. Fortunately, a few Atlanta firms were able to fulfill all of the possible reproduction services requested of NLC.

During this period NLC continued many of NL's preservation and processing projects and also started new ones. It began organizing all the miscellaneous post-presidential material accessioned by NLCP and NL. Unfortunately, NL was still working on projects begun earlier, such as the NPC video reference program, and
many of the post-presidential accessions were poorly documented. These problems continued to affect processing and reference programs until the summer of 1990, when all the Carter AV material in Washington, DC, was shipped to Atlanta, Georgia, and most miscellaneous post-presidential material was organized into a universal post-presidential AV collection.

The largest project initiated by NL and continued by NLC was the WHSP 90 mm negative duplication project. All of the original rolls that had been duplicated by the end of 1986 were shipped to NLC with the duplicate (90 mm) film rolls. The remaining originals to be duplicated were shipped periodically to NLC through the summer of 1990. NLC technicians then cut the negatives off the rolls of 90 mm film and prepared them for storage. Particular attention was given to identifying each duplicate negative and checking the rolls with the master list of rolls duplicated. NLC AV staff also compiled a set of reference contact sheets for the 90 mm negatives. The project was one half complete at the end of fiscal year 1990.

Other AV processing projects initiated by NLC during this period included the Mims and Rafshoon collections, two post-presidential videotape collections, and a post-presidential audiotape collection. Processing procedures at NLC included standard archival arrangement, description, and preservation methods, emphasizing provenance and the conservation of the material. The Mims collection was in chronological and numerical order when NLC received it. Processing included re-sleeving the negatives and slides and compiling a list of the images. The Rafshoon collection
was not as well organized as the Mims collection when it was received. Work on a preliminary inventory of items was begun to determine the proper arrangement scheme. The post-presidential videotape and audiotape collections were small collections requiring arrangement and description.

Much was done in the pre-library and beginning-library years to prepare the Jimmy Carter AV collection for public use and permanent storage. However, the management of the collection was hampered by a few problems. The first was a lack of personnel. Between 1981 and 1987, NLCP and NLC had one archivist working with the AV material. This person also served as the institution's librarian and computer expert. A few part-time employees worked with AV between 1986 and 1987. In the fall of 1987, a full-time AV archivist was appointed, assisted by two part-timers who were replaced by two full-time AV archives technicians in 1988 and 1989. The second problem was the division of the collection between two places. As stated earlier, reference and copy services were hindered by this division and the periodic shipments of material meant many processing hours were devoted to re-shelving boxes and/or re-arranging the storage areas. The division was necessary but a troublesome arrangement.

The established-library phase, which began in October 1990, holds promise and challenges. Staff personnel and library resources have been sufficient to carry out the many functions necessary in administering a presidential library's audiovisual collection. Future goals and duties designated by the AV archivist include transferring AV series currently stored with textual records to the AV collection, monitoring
the condition of the materials and the storage facilities, starting preservation copy programs for deteriorating magnetic tapes, and educating Carter family and staff members in the importance of depositing their historically valuable AV records in the Jimmy Carter Library, as well as initiating other solicitation efforts.

David J. Stanhope has been the audiovisual archivist for the Jimmy Carter Library since 1988.

A list of abbreviations used in this article follows:

CHB  Carter Hold Bay
JCL  Jimmy Carter Library
NARA  National Archives and Records Administration
NL  Office of the Presidential Libraries
NLCP  Carter Presidential Materials Project
NPC  Naval Photographic Center
WHCA  White House Communications Agency
WHSP  White House Staff Photographers