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Annotated Bibliography on Local Government Records

Compiled for the CoSA Local Government Archives Task Force

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January 30, 2006

[no author]. "Local Government Records and the Documentation of American History." Annotation: The Newsletter of the National Historical Publications and Records Commission 23:1 (April 1995).

Abstract: A brief summary of some examples of the NHPRC's state regrant projects (large grants to State Historical Records Advisory Boards that are then transformed into smaller sub-grants). The regrant program is described as the primary NHPRC mechanism for funding local records projects. Projects briefly discussed in the article include a regrant to the South Carolina Department of Archives and History that developed local records programs and funded local government initiatives for basic records management programs. Lists projects specific to Charleston County, describes grants provided to state and local entities in Wisconsin, and mentions regrant projects in Alabama and Florida.

[no author]. "Preserving Missouri's Past: the Missouri Historical Records Grant Program." Annotation: The Newsletter of the National Historical Publications and Records Commission 30:2 (June 2002). <http://www.archives.gov/nhprc/annotation/june-2002/preserving-missouri-past.html>

Abstract: The article describes the work of the Missouri Historical Records Grant Program, a \$600,000 initiative co-funded by the state of Missouri and the NHPRC. The MHRGP seeks to ensure the preservation of and continued access to the historical records of the state across nearly 400 repositories statewide. The article describes the project work of several MHRGP sub-grantees, including the Missouri School for the Blind and the Vernon County Board of Education.

Armstrong, Thomas F. "Legal Records and Historical Gossip: The Records of the Social Historian." *Provenance*, 4:1 (Spring 1986): 16-28.

Abstract: Armstrong discusses court records and their value to the historian of society. He writes that local and state court records, largely untapped by social historians, contain all sorts of valuable information, not least of which is often vivid and important documentation of individual lives, and cites several examples. "It is the collective record of those lives that gives meaning to social history," Armstrong concludes.

Armstrong-Ingram, R. Jackson. "The Givenness of Kin: Legal and Ethical Issues in Accessing Adoption Records." *Archival Issues*, 22:1 (1997): 21-35.

Abstract: Municipal and county archivists and records managers will often have in their holdings records relating to adoption, with all the legal and ethical issues that accompany those records. The author of this article notes that "in order to administer access to such records legally and ethically, it is vital for archivists to be acquainted with the basic premises on which adoption is based and how these have changed over time; the records the process itself generates; and the ways in which other types of records may be related to it." This is especially important as demand for access to these records grows, as does dissatisfaction with the lack of access. The author outlines how adoption in the US developed; the central issues involved in adoption records; newer concepts such as "wrongful adoption"; and other access-related issues. The article concludes that archivists must be familiar with the current state of adoption laws and regulations in which they must often act as brokers, educators, or participants in the ongoing access debate.

Arnold, III, Robert W. "The Albany Answer: Pragmatic and Tactical Considerations in Local Records Legislative Efforts." *American Archivist*, (Fall 1988): 475-479.

Abstract: Arnold, the public records director for the city of Albany, NY, notes that "a local government records management program must justify and merchandise itself and deliver competent service rapidly" and to do so "must have the endorsement of major political decision makers institutionalized through comprehensive local legislation." An NHPRC-funded records survey in 1980 identified problems with Albany's records system and proposed as solutions a central disposition authority, explicit records legislation, a records center, and a centralized joint city-county archives. Arnold talks about the development of effective legislation at the city and county levels and how the separate city and county programs were joined.

annotatedbibliographymaker.com

NLM Annotated Bibliography Sample

Bibliography

Kenner, G, Nakamura W, Walz, GA, compilers. Working healthy: an annotated bibliography. Morgan (MD): ABC Press: 2006 p. 619 citations.

This study is presented to give evidence to the claim that work and health cannot go together peacefully. It also includes surveys and interviews from different sources, including experts, and common people who are suffering from an unhealthy practice at work.

Moon HA, Harrison HA, compilers. Medical backup involving the need to work in a healthy way. 3rd ed. Cincinnati (OH): Tumble Press: 2007. 427 p. 2333 citations.

This article presents the medical side of proving the need to work in a healthy way. It is also created in a way that is attractive to people, especially those who are dealing with issues regarding their health.

Grayson, H. Health at work. London: The British Press; c2009. 322 p.

This interesting book presents ways on how to be healthy at work. There are different exercises presented which can be done right at an office desk, as well as different food recipes to prepare and consumed at work.

ANNOTATED BIBLIOGRAPHY

Annotated Bibliography in APA Format

Bethel University. (2013). *Creating APA style annotated bibliographies, 6th edition*. Retrieved from <https://www.bethel.edu/library/research/apa-annobib-sixth.pdf>

This is an excellent resource for creating annotated bibliographies in APA format, 6th edition. It offers guidelines for writing annotations and a sample annotated bibliography.

Bisignani, D., & Brizee, A. (2013, March 10). *Annotated bibliographies*. Retrieved from <https://owl.english.purdue.edu/owl/resource/614/01/>

These authors from Purdue University's Online Writing Lab present a brief definition of an annotated bibliography and a description of the important elements to include in one.

They also provide many examples in various formats, each with detailed explanations.

This is a good reference for how to develop an "annotation" for any researcher. (Please note: It is not standard APA procedure to include the month and day of publication; however, because this site is continually updated, March 10, 2013, indicates the last date the information was edited.)

Eckstein, D. (2011). Reflections on an 18-year adventure writing for "For Couples" *Family Journal* column: An annotated bibliography. *The Family Journal: Counseling and Therapy for Couples and Families*, 19(2), 204-211. doi:10.1177/1066480711400568

This article illustrates how annotated bibliographies can be used in academic journals.

Because it is a longer bibliography, the author chose to organize the references thematically, using subheadings to separate the different subjects covered in the references. All references are set in APA format, making this article a nice example of an annotated bibliography in APA.

Sample APA Annotated Bibliography

Citation Battle, K. (2007). Child poverty: The evolution and impact of child benefits. In Covell, K., & Howe, R. B. (Eds), *A question of commitment: Children's rights in Canada* (pp. 21-44). Waterloo, ON: Wilfrid Press. Laurier University

Summary Ken Battle draws on a close study of government documents, as well as his own research as an extensively-published policy analyst, to explain Canadian child benefit programs. He outlines some fundamental assumptions supporting the belief that all society members should contribute to the upbringing of the children. His comparison of child poverty rates in a number of countries is a useful wake-up to anyone assuming Canadian society is doing a good job of protecting children. Battle pays particular attention to the National Child Benefit (NCB), arguing that it did not deserve to be criticized by politicians and journalists. He outlines the NCB's development, costs, and benefits, and laments that the Conservative government scaled it back in favor of the inferior Universal Child Care Benefit (UCCB). However, he relies too heavily on his own work; he is the sole or primary author of almost half the sources in his bibliography. He could make this work stronger by drawing from others' perspectives and analyses. However, Battle does offer a valuable source for this essay, because the chapter provides a concise overview of government-funded assistance currently available to parents. This offers context for analyzing the scope and financial reality of child poverty in Canada.

How this work supports your research

Evaluation of the work, for example the logic of the arguments or value of evidence

Turn over

ANNOTATED BIBLIOGRAPHY "The Geography of American Graveyards"

by John Lerner

1) Jordan, Terry G. (1982). *Texas Graveyards, A Cultural Legacy*. Austin: University of Texas Press.

Jordan offers an in-depth look at the hows and whys of Texas graveyards. He divides vernacular burial sites into three categories: Mexican, German, and "Southern folk cemeteries." His physical descriptions of cemetery layout, inscriptions, grave markers, and the like are very detailed.

2) Meyer, Richard E., ed. (1989). *Cemeteries and Gravemarkers, Voices of American Culture*. Ann Arbor: UMI Research Press.

Meyer's book is a compilation of works concerning such topics as regional epitaphs, origins of Southern cemeteries, the Afro-American section of a Rhode Island burial ground, and the use of bronze in memorials.

3) Sloane, David Charles (1991). *The Last Great Necessity, Cemeteries in American History*. Baltimore: the Johns Hopkins University Press.

Sloane's work will serve as my primary source of information. He has written a history of American cemeteries in a cultural context, concentrating on significant trends in their development. Sloane's "Notes" section will allow for easy access to other sources.

4) Weed, Howard Everts (1912). *Modern Park Cemeteries*. Chicago: R.J. Haight.

Weed was a landscape architect and his work concentrates on how a cemetery should look. Weed offers detailed descriptions of the physical layout of pre-20th century cemeteries.

5) Zelinsky, Wilbur (1994). "Gathering Places for America's Dead," *The Professional Geographer*. 46:1, 29-38.

Zelinsky's article is an intriguing analysis of the spatial patterns of American cemeteries. He calculates and maps the number of cemeteries by county across the country. He then seeks answers as to why there is such a fluctuation in the number per square mile from one place to the next. Zelinsky's bibliography led me to Sloane's work.

