The Annual General Meeting

The Annual General Meeting was held in New York City on 27 April 1974, as part of the third annual all-day meeting of the society. At this meeting the election of the following officers and directors was announced:

- President: Barbara M. Preschel
- Vice President: Alan Greengrass
- Treasurer: Frederick W. Pattison
- Secretary: Peter Rooney
- Corresponding Secretary: Dee Atkinson
- Directors: (terms expiring in 1977):
  - Charles Bernier
  - Marlene Hurst

Barbara M. Preschel (Mrs. Sheldon Preschel) was elected for her second term as President. Peter Rooney was elected Secretary and continues in his duties as Executive Secretary.

The Nominating Committee this year consisted of John Fall, chairman; Sarah Prakken; and Eleanor Steiner-Prag.

President Preschel read the annual report for the Board of Directors. (the text of this report was printed in the April Newsletter of the society.) The Treasurer reported a balance of $4,265.76.

A motion was made and carried unanimously that the present quarterly billing system for dues be replaced by annual billing. The dues year will run from October 1st to September 30th. Dues will be prorated for the year 1974-75 in order to shift the billing system without penalizing anyone.

Marlene Hurst reported that the archives of the society have been placed on two reels of microfilms, which are available for any one to read with an optical lens.

A motion was passed unanimously that the Register of Indexers should be available free to any member upon request. A second motion was passed with one nay vote that the Register should also be distributed free to publishers upon request.

A motion was made and passed unanimously that an accountant be employed to set up records for the society.

For a year or so, a committee consisting of Harold Roth, chairman; Jessica Harris; and Robert J. Palmer, worked upon amendments to the constitution. These amendments were submitted to the membership by mail and the tellers at the meeting reported that they had been accepted. The text of the amended constitution will be found elsewhere in this issue of The Indexer.

After the business meeting, the morning session featured two guest speakers: Laurie Sullivan described the indexing of The dictionary of the history of ideas from an editor's point of view; Otto Lindenmeyer discussed the indexing of The Negro almanac. Barbara Preschel was moderator. The afternoon session consisted of three forums: "Problem Solving" (Barbara Flood, discussion leader); "Getting Started" (Elizabeth Stalcup and Peter Rooney, discussion leaders); and "Indexer Finances" (Dee Atkinson, discussion leader). Alan Greengrass was moderator.

The following are summaries of the two talks.

Summary of talk by Laurie Sullivan, Editor, Charles Scribner's Sons.

INDEXING THE DICTIONARY OF THE HISTORY OF IDEAS

The Dictionary of the history of ideas was published in June 1973. It is a four-volume reference work containing 311 articles on 2,587 8½ins. x 11 ins. double-column pages. There is a 479-page index. The articles deal with pivotal and
recurrent ideas in the development of western thought. They trace the history of the ideas and demonstrate the way that ideas in one discipline tend to migrate into other disciplines and form the foundation for other new ideas.

The articles in the Dictionary of the history of ideas are arranged in alphabetical order from Abstraction to Zeitgeist and there is an Analytical Table of Contents that is organized by discipline. There are cross-references at the end of each article that lead the reader to related ideas. In addition, there is an alphabetic listing in the front of each volume of all the articles in the set, complete with volume number and page number.

Why then, with all these finding devices, was it felt that an index was essential. There were two major reasons. First, because the Dictionary of the history of ideas was organized around ideas, an index was needed to provide access to information on people, places, and things. Second, it was believed that the relationship of the main entries to their sub-entries would show the range, influence, and interaction of ideas and the contributions and influence of the thinkers involved. The index would be a tool that would help the reader understand the content of the book—a creative index.

The index was designed as a simple alphabetic listing, with specific volume and page locators, and with the provision that each main entry must have at least one sub-entry, since the objective was to display relationships. The major problem, of course, was to find indexers who were knowledgeable enough to be able to perceive all the aspects of all the ideas discussed in the articles.

The range of knowledge and information this required staggered the mind. In retrospect, probably the best way would have been for the indexers to go through the galleys indicating possible entries and then have the subject experts on the Board of Editors each take the entries for the articles in his areas and confer with the indexers on terminology, etc.

However, it was not done this way. We have every reason to believe that the indexers survived the experience. The index took three indexers nine months to produce (27 man-months in all).

One further thought—from an editor's point of view—an index of this size should really be submitted in manuscript form. This index was submitted on cards—seven large boxes of cards—and the editing process was harder and longer than it had to be because of this.

Summary of talk by Otto Lindenmeyer

INDEXING THE NEGRO ALMANAC

The Negro almanac, published in the late 1960's, is a reference source for information on the culture and the social and economic conditions of Negroes in the United States. It originated from the efforts of three men, a professor of psychology, a professor of education, and a historian-writer.

The index to the Negro almanac was done through the collaboration of amateurs and freelance indexers who were regularly employed as librarians at the Schomburg Collection of Negro Literature and History of the New York Public Library.

The work on the index, as on the book as a whole, was accomplished outside regular publishing channels.

The Negro almanac, a book of 1024 pages, has a 36 page, three columns per page, small type, format. There are approximately 10,000 entries in all. Four people worked on it for a two month period (8 man-months in all).

The index is heavily name and place oriented with comparatively few subject categories or subject relationships established. This is apparently primarily because of the relative inexperience of the indexers.

The fact that the index was concerned with information related to Negroes was not considered by the indexers to present special problems.

Licensing Consultants

Those concerned with obtaining or granting manufacturing licences will find the revised edition of the Directory of licensing consultants, compiled by the staff of Industrial Opportunities Ltd., and published in 1974 by Kenneth Mason Publications Ltd., at 13-14 Homewell, Havant, Hampshire, England, at £3.57 or US $11, including postage and packing, of great use.

The result of fourteen years research, it lists alphabetically by name, with a geographical listing serving as an index, licensing consultants all over the world. There is also a world list of patent offices. Addresses are given for every name.