

# BROADSHEET

Issue 23



# WELCOME TO THE ISSUE (number 23)

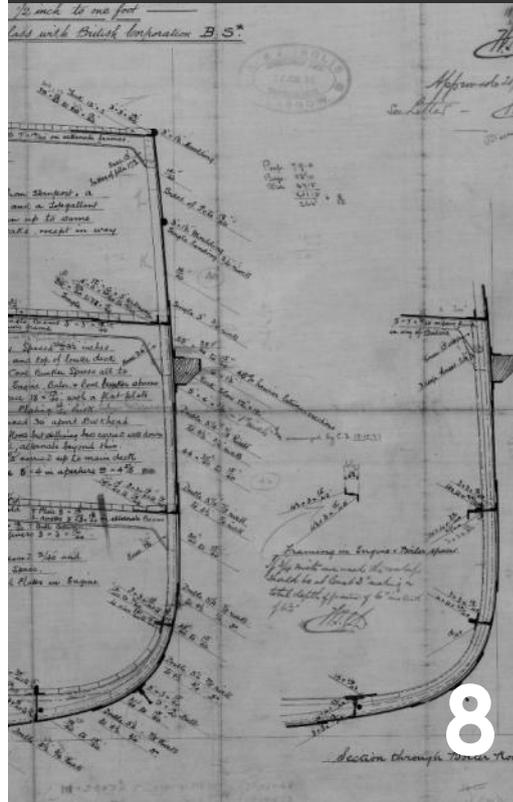
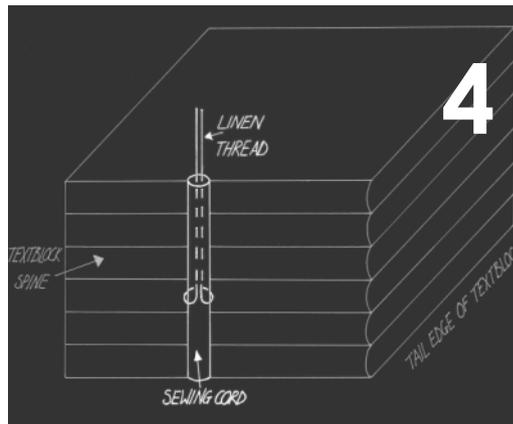
We can't put it better ourselves, so to quote from this month's interview (p12), "Archives and archivists have a major role to play in education, public well-being, cultural heritage and the economy". One might argue that these four corner stones of education, public well-being, cultural heritage and economy are vital for modern society. Whether through professional conservation (p4) that ensures the survival of our cultural heritage, or the use of that heritage in education (p13), our sector exists at the heart of any functioning modern society.

The economy remains top of the agenda. As with everything, there are success stories – world leading businesses like Diageo (p5) – and all too often in the current climate many examples of the less fortunate. To quote from another of this month's articles, "during a recession records of businesses can be particularly vulnerable". The importance of organisations like the National Register of Archives for Scotland (p7) and the Ballast Trust (p8) should never be underestimated. Both are celebrating 67 and 25 years of existence respectively and their contribution represents much more than the linear meters of business and industrial records rescued from skips or warehouses. They continue to preserve and protect the stories, happy and sad, of real people living and working in Scotland.

Our well-being can be interpreted in many ways. A sense of belonging, of where we have come from, national or individual principles and conduct, our communities or our families. It can also simply be the sheer joy taken in reading about life in 19<sup>th</sup> century Scotland, exploring the intricacies of technical drawings, appreciating the beauty of a Mackintosh painting or, as with this month's cover, smiling at the sight of an amorous chap chancing his luck with a pretty girl ...

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The Editorial Team



## ON THE COVER

The Glasgow School of Art Archives house a fascinating range of materials which document the School's activities, the history of art education and the development of art, design and architecture in the West of Scotland from the mid-nineteenth century to the present. Located in the School's world famous Mackintosh Building they are open to researchers (by appointment) Mondays – Fridays.

The institutional archive forms the largest part of the holdings. It's regularly used by researchers wishing to find out more about a relative with GSA connections, or about an artist whose work they own. The student registers, prospectuses and annual reports provide details of when someone was at the School. They also, along with collections of photographs and ephemera, help researchers gain an insight into what life was like at GSA in whichever time period they are interested in. As one recent researcher noted '*I was able to enrich my understanding of my subject of study ... beyond that which I had been expecting from the visit*'.

The records have been used to support research for publications and exhibitions about creative practitioners, such as the textile designer Robert Stewart (1924-1995) and the artist and educator Francis Newbery (1855-1946). This material has recently been used by researchers at Glasgow University for the project *Mackintosh Architecture: Context, Making & Meaning*. One of the project team explained to that the archives had provided '*a wealth of background detail about the design and construction of the Glasgow School of Art, and about Mackintosh's dealings with the various committees and individuals involved in building it.*'

The holdings are also a vital resource used to support studio practice and the creation of new work. Advice and support for staff and students using the archives in their work is provided by the service, including workshops to introduce researchers to different areas of the collection such as architectural drawings, textiles and posters. These workshops allow hands-on experience of using archive material and provide participants with examples of techniques and approaches to creative practice they may not be familiar with.

[Visit the blog](#) which highlights some of collections and also includes examples of how creative practitioners are using archives. GSA are always interested in hearing from alumni who have material from their time at the School or who would like to share their memories with them. You can contact them by emailing [archives@gsa.ac.uk](mailto:archives@gsa.ac.uk).

By SUSANNAH WATERS  
Archivist, The Glasgow School of Art

# THE NAKED TROUP: WHAT LIES BENEATH

# Conservation treatment of an eighteenth century travel journal

The University of Aberdeen's Special Collections are a rich source for documentary evidence relating to the transatlantic slave trade, the abolitionist movement and plantation slavery. The geographical range of the holdings is considerable – from the southern states of America to former British colonies in the Caribbean. One important journal is that of the physician Jonathan Troup (c.1764-1790s). Troup's journal, which covers the period 1788-1790 provides an intimate insight into the slave medical practice in Dominica and is frequently requested for research. Due to the high demand for the Journal it was identified as a priority for digitisation.

The conservation needs of the journal were assessed prior to digitisation. This assessment revealed the need to improve the opening of the volume by improving the mechanical movement and in doing so facilitate digitisation of the contents. The digitisation process had previously been impeded by the restricted opening of the volume which meant that it was not easy to read the text in the spine area (see Fig. 1).

Following initial examination it was clear that the non-original buckram case binding was contributing to the poor opening. After discussion of the treatment options with curatorial staff, the textblock was removed from the binding by lifting the endpapers and cutting through the textile lining at the joint to release the textblock. A poultice was used to remove the spine linings. The removal of the linings loosened the spine so that the volume opened enough for all the text to be read (see Fig. 2). The remains

of leather from an earlier binding and the fully intact sewing structure were also revealed. The volume was then passed to the digitisation officer for imaging.

Rebinding of the journal required a sympathetic solution that would interfere as little as possible with the original material, be easily reversible and maintain good opening characteristics while providing sufficient support and protection for the textblock. Following digitisation the cord supports were 'extended' with linen thread, using the original holes, before passing up through the centre of the cord to the shoulder (see Fig. 3).

This method provided a secure attachment with minimal disruption to the original material. New endpapers were sewn on and the extensions used to lace

on new boards. The leather on the spine was left in place as it provides the only clue to the previous covering. Finally, a handmade paper cover was created which can be slipped off to view the spine of the textblock.

The treatment successfully fulfilled its aims of restoring the mechanical function of the volume so that all the text could be easily viewed and in consequence facilitated digitisation. The treatment also brought to light previously hidden evidence of the earlier binding of the journal, by revealing the leather on the spine and the sewing structure. If any treatment is needed in future the new binding can be removed without damaging any original material by cutting the new linen threads.

By BRANNAH MACKENZIE

Book Conservator, Glucksman Conservation Centre

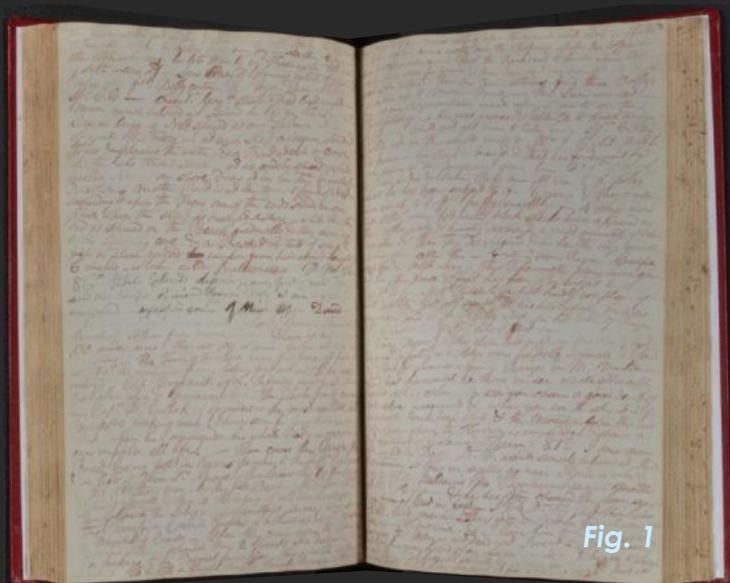
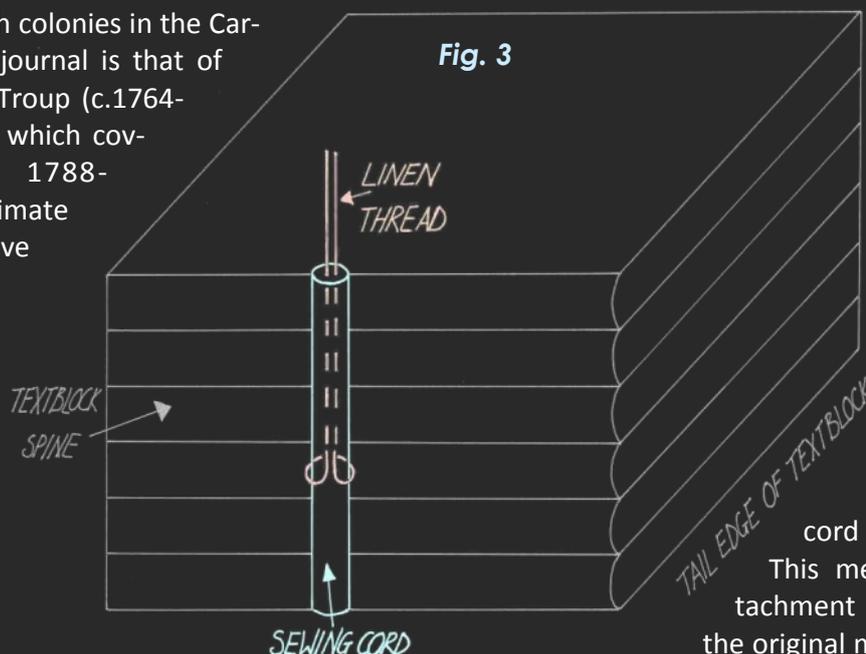


Fig. 1

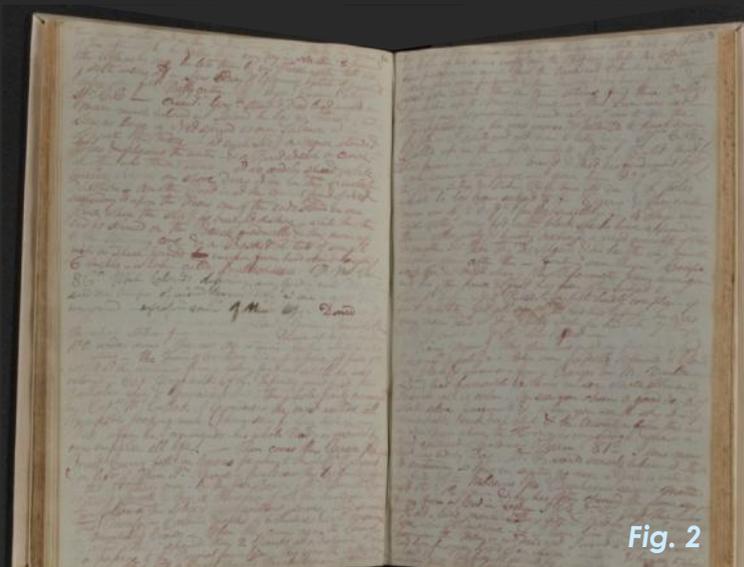


Fig. 2



# EXPANSION BOOST FOR GLOBAL DRINKS ARCHIVE IN MENSTRIE

Diageo plans to invest £1.5 million expanding and enhancing the company's brand archive in Clackmannanshire.

The Diageo Archive at Menstrie is the largest collection of its kind in the world, consisting of more than half a million items. The collection includes documents, advertising material, bottles, books and memorabilia relating to more than 1500 global brands such as Johnnie Walker, Bell's, Smirnoff, Gordon's and Tanqueray.

The world's leading premium drinks business has submitted a planning application to Clackmannanshire Council for permission to extend and re-develop the archive. The project will include a new storage facility and a reception and library area for Diageo visitors.

Each year hundreds of Diageo employees from around the world visit Menstrie to learn about the history and heritage of the brands for which they work. The archive is also a key source of inspiration for innovation and the development of new products and marketing campaigns.

Diageo currently has a team of five professional archivists who are recognised experts not just in the care of materials, but the history and heritage of the company's brands and they remain committed to expanding their collection of material from around the world.

Archive manager, Christine McCafferty, commented that the "Diageo Archive has been carefully and lovingly built over many years and is a living record of the tradition and heritage of brands which are famous around the globe [...] I am absolutely delighted that the company is prepared to invest in developing and expanding our home here in Menstrie, securing the future of this global facility in central Scotland. Diageo's ongoing commitment to the history and heritage of our brands is hugely encouraging and further demonstrates the integral role we have [...]"

Exclusively for *Broadsheet*, Christine has revealed her favourite item from the Diageo collection—a rare survival that documents the birth of Jonnie Walker Scotch Whisky.

Read more on page 6





# NATIONAL REGISTER OF ARCHIVES FOR SCOTLAND

... during a recession  
records of businesses  
can be particularly  
vulnerable ...

One of the most fascinating aspects of working in the National Register of Archives for Scotland, is the surprising amount of documents which turn up out of the blue: from the 17<sup>th</sup> century household account of the Countess of Rothes found during the renovation of a fireplace in a house in Greenock, to a series of miner's diaries from the 1920s-1950s listing every trip to the cinema. These survivals are the good news stories – more common, sadly, are the tales of archives destroyed on the closure of a business, or records thrown away in a skip when a house is being cleared.

This February the NRAS celebrated its 67<sup>th</sup> birthday (quietly and with no fuss—it's a recession after all!). Since 1946, its establishment prompted by the loss of archives during the Second World War, the NRAS has been advising owners on looking after their archives, producing surveys, making these available to researchers and arranging access to collections. There are now nearly 4,400 surveys on the Register and enquiries from researchers are rising year on year.

While the way we conduct our business has changed dramatically over the decades—online computer access to surveys versus index cards and paper catalogues; long distance advice via our online *Preservation Guidelines for Private Owners* versus visits to far-flung collections—the basics of what we do, hasn't. Archive collections in private hands remain at risk and the need for our services is as great as ever.

This was confirmed by the success of the oversubscribed conference at Syon House in Middlesex, *For the Record: Preserving Your Archives and Unlocking their Potential*, organised recently by The National Archives and the Historic Houses Association. The enthusiasm of owners for their archives and their thirst for information on how to look after them responsibly was much in evidence. The conference covered preservation and storage, how to exploit archives to enhance the visitor experience, as well as giving advice on conditional exemption and acceptance in lieu. Making owners aware of the assistance available to them, and for free, is a vital first step.

During a recession records of businesses can be particularly vulnerable. We do not know what has happened to the records of approximately 9% of the businesses whose records have been surveyed. This may be because the business has ceased operating or has moved and the records can no longer be traced. NRAS has for many years worked with the Business Archives Council for Scotland and is an active supporter of the National Strategy for Business Archives in Scotland with the aim of raising awareness of the value of business archives—to businesses, researchers and the wider community. Look out later this year for the Strategy's 'The Working Archive' programme which aims to highlight the vital importance of business records.

In its 67 years the NRAS has relied on archivists working in local authority and university archives as well as on information from the general public. Only by working together and sharing information can we hope to ensure the survival of archives in private hands.

By ALISON ROSIE

Registrar, National Register of Archives for Scotland



“ an unrivalled source of  
knowledge and  
expertise on  
technical  
records ”

CELEBRATING  
**25 YEARS**  
OF THE BALLAST TRUST

By KIARA KING  
**Archivist**



The Ballast Trust is a charitable foundation that has provided a rescue, sorting and cataloguing service for business archives. The 16 December 2012 marked 25 years since the execution of the deed creating the Ballast Trust. To commemorate this occasion, and to celebrate Bill Lind’s unique contribution to the archive community and to Scottish industrial history, the Trustees commissioned a brief history of the establishment and work of the Ballast Trust. While it began as Bill’s personal hobby, it quickly established itself as a unique technical support service for archive repositories in Scotland.

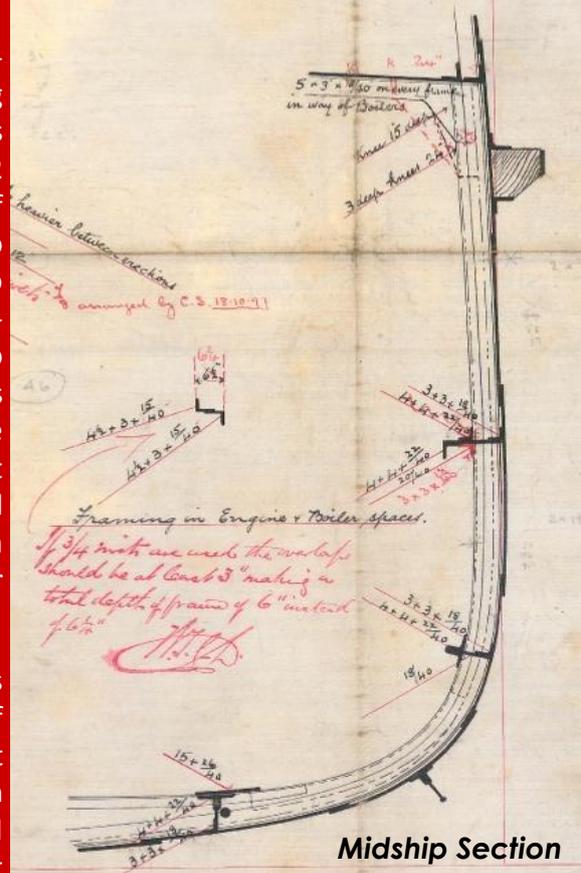
Dr William Lind, universally known as Bill Lind, was founder and Director of the Ballast Trust from its establishment in December 1987 until his death in October 2007. From the beginning Bill had a vision that the Ballast Trust

would have a central interest and function in providing a rescue, sorting and cataloguing service for business and industrial records. Within this broad field it would have a special focus on improving and promoting the importance of technical records in the day to day operation of Scotland’s industries. Given his background in shipbuilding, quarrying and transport this meant that the Ballast Trust would always have a particular interest in the records of industries such as shipbuilding and marine engineering, railways and general engineering, with their rich resources of plans, drawings and photographs.

Today, the Ballast Trust continues to believe in the importance of technical records. Technical records are found in manufacturing, engineering, architectural, design and construction businesses. They are a key source of evidence of the creation and development of products, and complement and enhance administrative records to give a full understanding of business operations. Because of this technical records provide important contextual information for business collections which themselves are essential in understanding Scotland’s industrial and economic past.

When the Ballast Trust started in 1987, Bill operated it initially from his Malcolms’ of Brookfield base. However, the decision by Trafalgar House to liquidate its Scott Lithgow shipyard premises in Port Glasgow, drew the Ballast Trust into a massive operation to rescue and list the huge volume of commercial and technical papers of the defunct organisation. The task was of such a scale that it was agreed that all the surviving records of the constituent companies should be centralised in the former Joiner’s Shop in the Kingston Yard.

The Ballast Trust operated from this base for over 3 years until 1992 and it was here that its working practices were developed and the value and importance of the service it provided became apparent. Bill’s determination to search out hidden caches of records meant that material covering all aspects of the business of shipbuilding was found in offices, attics, warehouses,



Midship Section

“...a special focus on improving and promoting the importance of technical records...”



cellars, loft spaces and even a water tower. All this material (estimated by Bill in his private correspondence to be over 120 tons of records) was brought to the central sorting and processing area in the Joiners Shop. It was then laid out, proved, appraised and catalogued to create a rich archive collection covering a period of over 120 years and spanning 150 linear metres of storage.

By April 1992, the Ballast Trust had moved its operations to its present premises at Walkinshaw Street in Johnstone. This base suits the purposes of the Ballast Trust very well providing us with a workroom that has 50 metres of table space to allow for the laying out and processing of large and lengthy technical drawings. In 25 years of operation the Ballast Trust

has received more than 60 collections for processing on behalf of the National Records of Scotland, Glasgow City Archives, Glasgow University Archive Services and other agencies. During this time it has built a well deserved reputation for being an unrivalled source of knowledge and expertise on technical records.

Following the appointment of a professional archivist in 2009, the unique service and work of the Ballast Trust has been continued and extended. Kiara King, supported by two archive assistants and a team of volunteers, has formulated processes and documented the procedures of the Trust. This has made the working of the Ballast Trust more transparent and efficient and it has been brought into line with modern best practice for archives.

“ Bill's determination to search out hidden caches of records

Today, the Ballast Trust has greatly increased awareness of its work and services with the creation of an online presence that

meant that material was found in offices, attics, warehouses, cellars and even a water tower... ”



Bill Lind (centre)

includes a website, blog, Flickr and Twitter account. Furthermore, it has taken a key role in the implementation of the National Strategy for Business Archives in Scotland, and in cooperation with partner organisations is contributing to strategic thinking on the future and development of the business archives section in Scotland.

The Ballast Trust continues to contribute its special expertise in surveying, listing and cataloguing technical records, which might otherwise be neglected and at risk of disposal and will work closely with the colleagues in the archives sector to ensure that business archives in Scotland are valued.

Find out  
more about the  
**Ballast Trust**  
on the website or  
by following them on Twitter  
and you can view the history online.

# INTERVIEW LESLEY RICHMOND



Lesley is the Deputy Director of Glasgow University Library and the University Archivist.

**Describe Archives in three words.** Society's future memory

**Why archives?** My undergraduate degree included courses on and working with Scottish archival documents and that started me off on my career. I have been a senior member of the Archive Services team at the University of Glasgow for over 25 years and Director for eleven. I am now Deputy Director of the University Library with a wide remit of activities – not all collection related! It is a career that has fulfilled my delight in discovery, helping others, organisation and travel.

**What projects are you working on at the moment?** For the University of Glasgow, a David Livingstone Bicentenary video and exhibition and a new architectural history of the University. I'm also looking at digital migration, digitisation strategies and corporate marketing the University through its collections. Professionally, I am on the project board for Scotland Online ([click here](#) for more information) and the implementation of National Strategy for Business Archives.

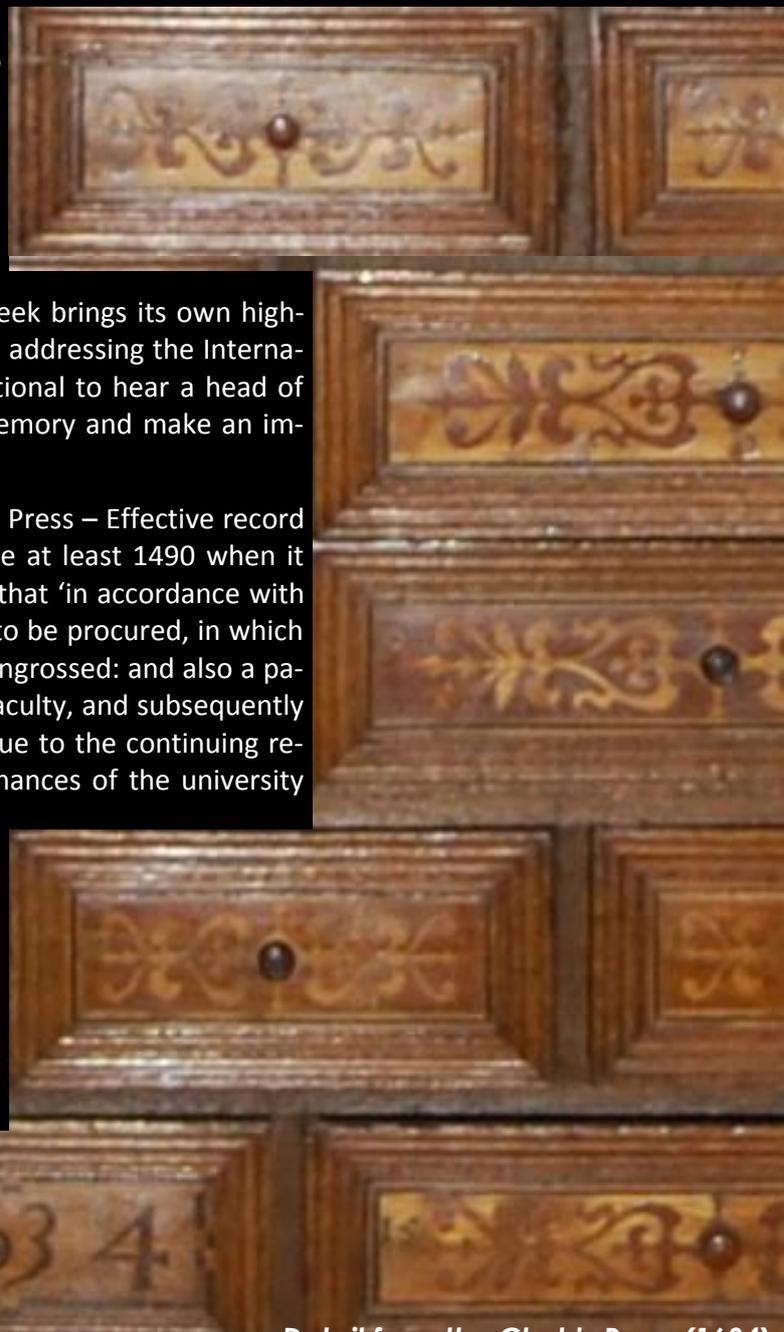
**What are the main challenges facing the sector?** Becoming visible. The role of archives and archivists within society, although much improved in recent years, is not understood by the public and other stakeholders. Archives and archivists have a major role to play in education, public well-being, cultural heritage and the economy (tourism and the creative industries). The challenge is to clearly understand that role and the impact it is, has and can make and broadcast that message of value to all users and non-users, stakeholders and employers, government and local community organisations. One way to become visible is to digitise – that takes resources and infrastructure which we can only achieve once we demonstrate our value to our society. The Scottish Council on Archives is making the profession visible in Scotland with all its varied initiatives and the work of the staff and its members are to be applauded.

**What do you feel are the greatest strengths of the sector?** Sharing knowledge and collaborating among ourselves, with our users and with other sectors. As a sector we understand what we are trying to achieve and we are working to a plan. We are used to being under-resourced and so we are inventive and quick to learn from other sectors and adapt to new technology.

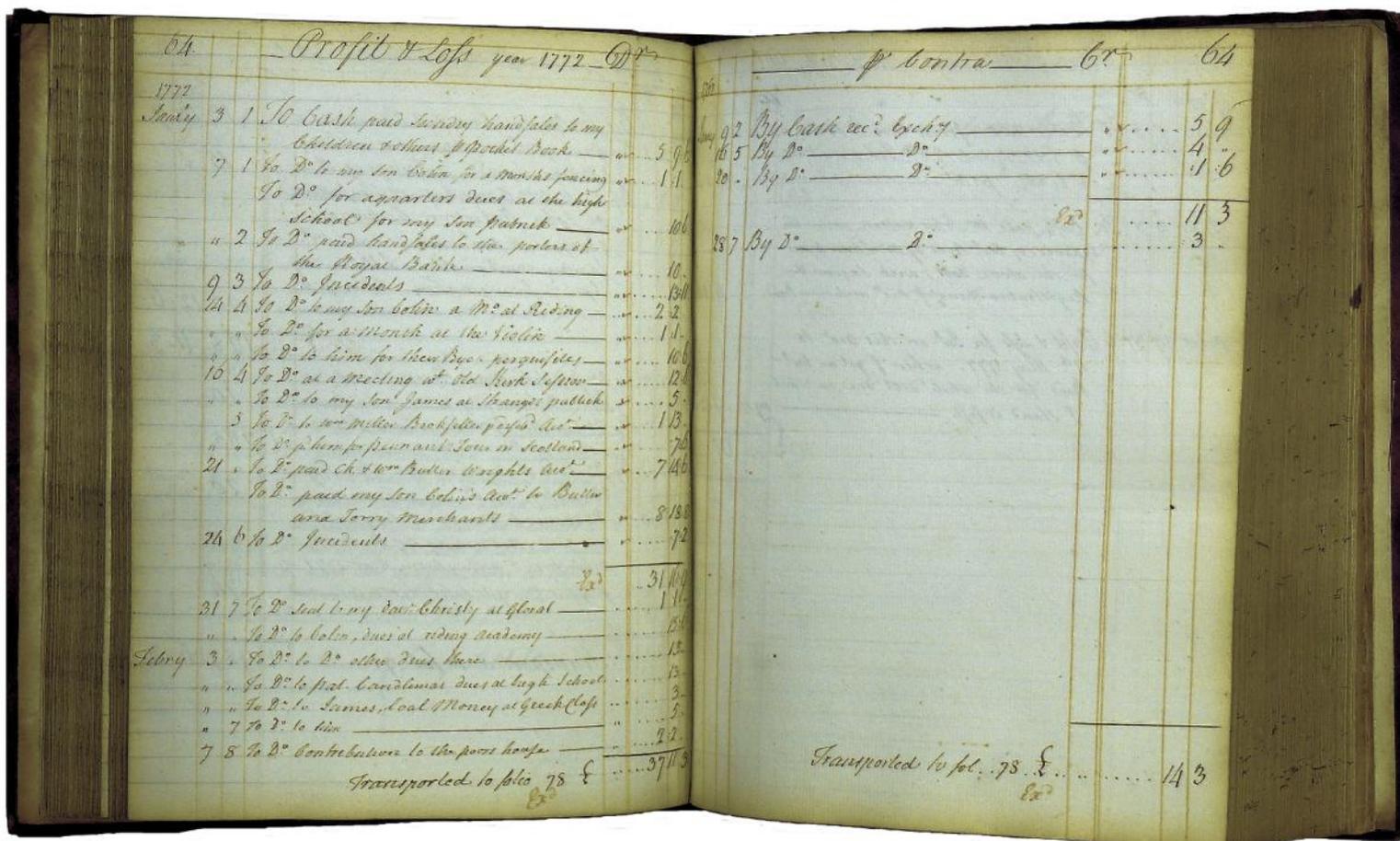
**What has been the highlight of your career so far?** Every week brings its own highlight! The one I still remember vividly was President Mitterrand addressing the International Council on Archives in Paris in 1988. It was very inspirational to hear a head of state declare that archivists were vital in preserving human memory and make an important contribution to the progress of humanity.

**Do you have a favourite item, document or story?** The Clerk's Press – Effective record keeping has been an important function of the University since at least 1490 when it was noted in the *Annales Universitatis Glasguensis 1451–1558* that 'in accordance with a proposition of the Lord Rector, a parchment book is ordered to be procured, in which important writs, statutes, and lists of the University, are to be engrossed: and also a paper book, for recording judicial proceedings'. The clerk to the Faculty, and subsequently the clerk of Senate, maintained the records of the University due to the continuing requirement to ensure that the privileges, rights, policies and finances of the university were kept in good order.

The Clerk's Press is the oldest surviving piece of university furniture and was acquired in 1634 to hold such records. The drawers have alphanumeric references on them and these locations are still to be found in our catalogue, carefully recording original order. The piece of furniture is a delightful object in its own right but it is also an important artefact in the history of record-keeping in Scotland.



Detail from the Clerk's Press (1634)



## ... with Royal Bank of Scotland's John Campbell

Music lessons, school fees, clothing bills... these costs are just a few of the many which faced John Campbell, chief cashier of the Royal Bank of Scotland, in 1772. The diversity of the expenses which appear in his personal account book for that year is the subject of a new Twitter feed launched by RBS Group Archives in January. The feed aims to shed light on the life and loves of a well-to-do family in Edinburgh during the early 1770s.

John Campbell was the father of fourteen children, thirteen of whom survived to adulthood. As the illegitimate child of the youngest son of the 1st Earl of Breadalbane, he inherited neither title nor position, and so had to make his own way in the world. To do so he juggled working for RBS and the Equivalent Company, alongside involvement in mining and quarrying concerns.

The 1772 account book, one of a number of similar volumes belonging to Campbell which are held by RBS Group Archives, amply demonstrates not only the high cost of bringing up his large family but also his determination to educate his children in a way that offered them the best possible prospects. His sons were taught the classics, French and the three 'Rs', whilst his daughters learned music and attended a boarding school in Glasgow. The

accounts also touch on themes that reflect the transformation of Edinburgh at this time by the Scottish Enlightenment, such as the city's busy bookselling trade and changing patterns of consumption.

The collection of Campbell's personal account books was acquired by RBS in the 1970s but, despite the wealth of information they contain, have since been little used by researchers. By breaking the source down into entries relating to individual payments, and publishing them in 'real time', it is hoped that the Twitter feed will generate increased interest in these records, whilst also making some of the contents accessible to a much wider audience. The new feed will run throughout 2013, and can be found at [@JohnoftheBank](#).

To provide users with more contextual information about the volumes RBS Group Archives has also published a [web page](#) about the account books and the themes they highlight, alongside a glossary of some of the people and places mentioned in the tweets. The feed supports RBS Group Archives online teaching packs for schools on [John Campbell](#) and the [1745 Jacobite Rebellion](#) and [Edinburgh's Georgian New Town](#).



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