



## **CARMA / NJ**

*County Archives and Records Management Association of New Jersey*

*Patrimonium acta nostra*  
"Our records are our heritage"

**AGENDA**  
**THURSDAY, June 14, 2012**  
**MONMOUTH COUNTY ARCHIVES**  
**Western Branch Library**  
**125 Symmes Drive**  
**Manalapan, NJ 07726**

**10:00 A.M. CALL TO ORDER**

**GARY DALINA**  
**PRESIDENT**

**SALUTE TO OUR FLAG**

**MARK PIZZA**  
**VICE PRESIDENT**

**WELCOME**

**GARY SARETZKY**  
**Monmouth County Archivist**

**SECRETARY'S REPORT**

**MICHELE EVERLY**

**TREASURER'S REPORT**

**CHRISTINE HEALEY**

**NJ DARM REPORT**

**DARM Staff**

**PRESENTATION: Preserving Family Photographs**

Since the introduction of photographic portrait studios in 1840, photographs have been among the most treasured of family records but, while most are long-lasting when stored optimally in archives, in the home environment, they are all too often prone to fading and discoloration. In this slide lecture, Gary Saretzky will provide guidance on how the life of family photographs can be extended so that they can be passed down to future generations.

### **Biographical Summary**

*Gary D. Saretzky, archivist and photographer, has worked as an archivist for more than forty years at the State Historical Society of Wisconsin, Educational Testing Service, and the Monmouth County Archives, where he has been County Archivist since 1994. A member of the Photographic Materials Group of the American Institute for Conservation, Saretzky has taught the history of photography at Mercer County Community College since 1977. He has published more than 100 articles and reviews on the history of photography, photographic conservation, and other topics, including "Nineteenth-Century New Jersey Photographers," in the journal, New Jersey History, Fall/Winter 2004.*

**\*\*ADJOURNMENT\*\***

**\*\*Stay after lunch for a tour of Monmouth County's Archives / Records Center \*\***



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## CARMA/NJ MEETING MINUTES

The June 14, 2012 meeting of the County Archives and Records Management Association of New Jersey was called to order by President, Gary Dalina at Monmouth County Archives in Manalapan, New Jersey at 10:15AM.

Eight counties and one municipality were represented along with other members.

Cape May County: Pary Tell, Diana Hevener  
Freehold Borough: Linda L. Cottrell  
Gloucester County: David Brice, Nancy Richter  
Mercer County: Lauren Wiley, Torey King, Joseph Turek  
Middlesex County: Gary A. Dalina, Jerry Balazse  
Monmouth County: Mark Pizza, Gary Saretzky, Tara Christiansen  
NJIT CIAT: Allan Guglielmi  
Ocean County: Steven Lindhorst  
Passaic County: Cheryl Bryson  
Somerset County: Allen Kurdyla, Joseph Meyers  
Storage Systems USA: Drew Daley

Call to order: Gary Dalina, President

Flag salute: Mark Pizza, Vice President

Welcome: Gary Saretzky, Monmouth County Archivist

Secretary's Report: Michele Everly absent, no report given

Treasurer's Report: Mark Pizza, as of June 14, 2012, CARMA has a balance of \$4,291.08

NJ DARM Report: No DARM staff present, no report given

### **Meeting Presentation: Preserving Family Photographs**

*Photographer and archivist, Gary Saretzky. Gary has taught the history of photography at Mercer County Community College since 1977.*

Gary discussed

- Overview of preservation issues and suggestions
  - Labeling negatives and positives
  - Separating acidic and oversized photographs
  - Storage Recommendations (cool and dry environment and proper containers, Photographic Activity Test)
  - Different formats have different preservation needs
- Types of photographic negatives and positives
- Common forms of deterioration
- Digitization, standards for digitization and digital preservation
  - Multiple backups, preferably some off-site
  - Keep archival master (TIFF)
  - Lossy (JPEG) vs. lossless (TIFF) formats
  - Digitizing and touching up damaged images
- Suggested References

Other business:

Gary Saretzky inquired about CARMA's position on the plan to separate the NJ State Archives from the Records Center. He stated that CARMA should send letter showing its opposition to the plan.

Drew Daley stated that at the last meeting a resolution was passed to write this letter.

Gary Dalina confirmed this and stated that the letter has not yet been written.

Pary Tell stated that the Advocates for History are active in opposing the plan and believe it will cost the state more money.

Gary Saretzky stated the decision will be made by the end of this month and the letter should be sent promptly.

Meeting adjourned, 12:00 P.M.

Lunch 12:00-12:30 P.M.

Tour of the Monmouth County Archives and Records Center 12:45-1:30 P.M.