Local Government Records: An Introduction to Their Management, Preservation, and Use

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torical accuracy, recognizing folkloristic elements or personal and
group bias; and gives suggestions for incorporating oral history
materials into written manuscripts. An absolute “must” for every oral
historian.

Access to the Past: Museum Programs and Handicapped Visitors,
by Alice P. Kenny. (Nashville: American Association for State and
Local History, 1980. pp. x, 131, illustrations, appendix, bibliog-
raphy, index, $7.95 paper.)

This book should be a valuable guide for anyone interested in mak-
ing their facilities and programs accessible to disabled persons as re-
quired by Section 504 of the federal Rehabilitation Act of 1973. The
bibliography is extremely useful and this work should be widely read
by all directors and administrators of historical and cultural agencies.

Local Government Records: An Introduction to Their Management,
Preservation, and Use, by H. G. Jones. (Nashville: American As-
sociation for State and Local History, 1980. pp. xxi, 208, illustra-
tions, appendix, index, $6.95 paper.)

This is a monumental work and one deserving much attention. The
author describes the chaotic state of records preservation and use in
the nation’s 81,000 local governmental jurisdictions. He discusses the
establishment of records management programs, the principles of
records appraisal, and the disposition of unnecessary items. He also
seeks to foster renewed interest in and research of local records by the
general public and scholars. This is a classic in its field and one book
which will long remain an authority on records management.

The Women Who Made the West, by the Western Writers of America.
(New York: Doubleday & Company, 1980. pp. 252, illustrations,
bibliography, index, $10.95 cloth.)

Eighteen sketches of historic women of the Old West are written by
eighteen modern writers who employ a wide variety of sources and
styles. The sketches are not about well-known figures in the western
expansion of our nation, but they do concern some very extraordinary