

inquiries have numbered thirteen, and cover a variety of cases from pension claims to bank controversies and settlement of land titles. Business interests have consulted the archives on thirteen different occasions, the last request coming from a stone quarry wishing to know the test made of its product at the time of the erection of the present capitol. Eight miscellaneous requests complete the total which shows the varied field of inquiry which this Department is called upon to serve.

—E. B. V.

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#### NOTES.

What are public archives or public records?

\* \* \* \* "the words 'public records' shall, unless a contrary intention clearly appears, mean any written or printed book or paper, or map, which is the property of the State or of any county, city, town, or village or part thereof, and in or on which any entry has been made or is required to be made by law, or which any officer or employee of the State, or of any county, city, town or village has received or is required to receive for filing."—*Laws of New York*, 1913, ch. 424, sec. 1194.

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Archives have been housed in various places, from attics and storage vaults, old castles, judicial buildings, museums and libraries to the modern archives building specially equipped with iron and steel cases, fireproof vaults and cement floors.

In Europe, in former years, the most valuable papers were stored near the front of the building that they might be easily removed in case of fire or flood.

At Neuwied, Germany, where the archives were endangered by the overflow of the Rhine, papers were placed on shelves in portable boxes which could be easily removed during high water.

The enterprising Dutch archivists have planned and erected some of the best models of modern archives buildings and the cost of these structures has been very moderate. The Germans also, though still utilizing a number of old castles and

public buildings, have created a few modern structures of the best type.

A movement has been started in the United States to build at Washington, D. C., a home for the National Archives which shall serve as a model of archival architecture for similar buildings in the various states.

The Public Record Office of England in the year 1912 contained the records of 63 courts and departments. These records consisted of 2,721 classes; 511,456 pieces, boxes, volumes or packages and over 3,000,000 documents.

The Patent Office of England has a subject index of records covering a period of 60 years. This index has been published from time to time and in 1912 consisted of over 500 volumes. From 200 to 300 trained indexes besides several assistants work upon this index. It is one of the largest of its kind in the world.

The card index to rolls on file in the United States War Department contains over 30,000,000 cards. This index was created to answer inquiries from the Pension department and furnishes the military record of our army and navy.

In the various collections in Rome the collection known as the *Archivio Vaticano* has nearly 700 indexes or inventories compiled upon various plans and principles. They are kept in one room where they may be consulted by students. One writer has remarked that these indexes "probably form the most interesting body of material in the world for the study of the history of library methods."

A manual of principles and practice of archives classification and administration has been prepared by three Dutch archivists. The treatise has proven so useful that it has been translated into German and French.

The Public Archives Commission of the American Historical Association is at present preparing a similar treatise for

the use of archivists in the United States. The work is in charge of Victor H. Paltsis, chairman of the commission. It will outline principles and methods of classification and indexing of archives materials and also discuss sites and plans of buildings, proper heating, lighting and furnishing of the same; preservation, repair and restoration of manuscript and the public use of the records.



The city of Brussels' entire collection of archives, deposited there all the current records of the various city offices were taken by the archivists as soon as the business to which they related was finished. Every document received by the city either by a general or a special order and not considered proper departmental records, after its consideration, the document was put in a specially labelled cover and turned over to the archivists. There it was suitably catalogued and filed for reference. Each year's collection like 30,000 papers and 40 volumes was deposited in the city archives.



The French national archives in Paris, including over 20,000 documents are preserved in the old palace of Maison Soubise, a part of which was built in 1771. At the close of the French Revolution the palace became the property of the State and the archives were placed there by order of Napoleon. Because of the great age of the building and the useless value of its resident papers, there is a continuing process of artificial light allowed so it would not be allowed to burn long on a dark or cold day. The ducal and two other offices, possibly permanently in the palace and date back to present its treasures.

Among the most interesting old manuscripts are the will of Napoleon, Marie Antoinette's last letter to the Princess Elizabeth, written on the night before her execution, and a portion of Louis XVI, 1790-1792. Splendid collections of some interesting papers have been made and added to the post card form and these are on sale in the archives for a nominal price.

A very unique department of these archives is the department of seals. Here every seal that is found in the course of the arrangement of the records, is scientifically described and then reproduced by means of casts. These casts are catalogued and the most interesting ones placed on exhibition in the museum.

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EDWARD F. WINSLOW.

By WM. FORSE SCOTT.

Edward Francis Winslow was born in Augusta, Maine, September 28, 1837; he died at Canadaiqua, New York, October 22, 1914. He was a descendant of Kenelm Winslow, one of the Pilgrims on the first voyage of the Mayflower. His only school education was in the public schools of Augusta. When nineteen he sought his fortune in Iowa in the construction of railways, then just beginning in that state. He was engaged on the Burlington & Missouri River road, living chiefly at Mount Pleasant when the Civil War began; and had just then been married, his wife being Miss Laura Berry, daughter of Rev. Dr. Lucien H. Berry, a distinguished educator

When troops were called for to maintain the Union, he stopped all other affairs and enlisted a company, which joined the Fourth Iowa Cavalry as Co. F, with him as captain. He led his company with the regiment in its long and arduous marches through Missouri and Arkansas as part of the army of the Southwest, and after several engagements was stationed at Helena, Arkansas, where he was provost-marshal of the army. Promoted to major in January, 1863, he obtained the assignment of his regiment to Grant's command in the campaign against Vicksburg, the only cavalry regiment in that army. He soon distinguished himself in action, and during the siege of Vicksburg made many marches in the interior, against Johnston's forces. He was severely wounded in an engagement at Mechanicsburg in May, was promoted to colonel of his regiment July 4, 1863, and appointed by Sherman chief of the cavalry forces of the Fifteenth Army Corps, several other cavalry regiments having been in the meantime added to the army. He

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