

The CAPITAL INDEXER

Newsletter of the Mid- and South Atlantic Chapter of the American Society of Indexers

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The Capital Indexer is published for and about the Mid- and South Atlantic Chapter of the American Society of Indexers

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Fall Programs

The Publishing Process

WHEN: October 6, 2007 (Saturday), 10:00 am-12:00 pm

WHERE: BCC (Bethesda/Chevy Chase) Regional Services
Center, 4805 Edgemoor Lane, Bethesda, MD
240-777-8200

If you'd like to find out how things work behind the scenes in the publishing world and meet some local writers at the same time, mark Saturday, October 6th, 2007 from 10:00 a.m. to 12:00 p.m. on your calendars. The meeting is a joint venture with the National Writers Union (NWU). The plan is to have a panel comprised of representatives from the publishing world give us an overview of how a manuscript flows from the writer to the reader. Afterwards there will be a question and answer period. If you are planning on coming to this presentation and have a question you would like answered by the panelists, I encourage you to email it to vswope@keystoneindexing.com before the meeting. The questions will be given to the speakers ahead of time so they can prepare their answers and check with other people if necessary to give us the correct information. This program is no charge to members and non-members. Coffee and cookies will be available after the program.

RSVP: Please let us know if you are planning on attending by October 3rd by emailing vswope@keystoneindexing.com or calling Vicki Swope at 717-919-1981.

Directions either by car, metro, bus or on foot can be found on the BCC's website at www.montgomerycountymd.gov/content/rsc/bcc/welcome.asp. The Bethesda-Chevy Chase Regional Services Center is located at 4805 Edgemoor Lane in downtown Bethesda. They are on the Plaza Level of the Metropolitan Apartment complex, across the street from La Madeleine Bakery, Safeway and the Bethesda Metro Station.

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Fall Programs (continued from page 1):

Usability Study

WHEN: November 3, 2007 (Saturday), 10:00 am-12:00 pm

WHERE: EEI Communications, Alexandria, VA

The Usability Study will continue at EEI Communications in Alexandria, VA on Saturday, November 3rd from 10:00 a.m. to 12:00 p.m. Join us in the development of this important study that will help us to better understand what makes an index really useful. Some of the background has already been laid out. In previous meetings, a text was chosen and the "golden index" was started. The November 3rd meeting will focus on the development of questions to ask the study subjects in order to test the index. Please visit www.msasindexing.org for more background information about this project.

Notes from the Chair

SPRING MEETING - Kari Kells and Sherry Smith's workshop on term selection is in the planning stages for March 29th, 2008. Here's a brief description of the workshop provided by Sherry Smith:

The workshop is based on the principles outlined in our book, **INSIDE INDEXING**. We will not be presenting the book. Instead, participants are asked to index a set of documents in advance. During the workshop, we will examine and compare the varied approaches that people used to implement the indexing principles discussed in the book.

More to come as we finalize the details of this workshop.

PEER REVIEWS/DINE AROUNDS -

I know it's tough to find time to do everything, however getting together with other indexers can not only be educational, but fulfilling. Sometime in the winter/early next year, Deborah Patton has agreed to moderate a peer review group, details TBD. I'd like to see other groups start locally also.

These can be once or twice a year, an informal get together type of thing in someone's home or at the local library once a month. Or it could even be paired up with a dine-around. If you are interested in attending, moderating or hosting a peer review group or dine-around in your area, please contact me at vswope@keystoneindexing.com.

Portrait of an indexer

Suzi Kaplan has lived in Bethesda, Maryland for fourteen years, most of those spent as the COO of her one-husband, two-children and a dog family unit, with a heavy rotation of volunteer activities on the side. Suzi has an MSLIS from the U of Texas at Austin, a MA in Museum Science with an emphasis in Anthropology and a BA in Anthropology/Geology.

She has worked as a special librarian in the fields of electric utilities and fuels, telecommunications, aerospace, applied sciences, engineering, state and federal law and regulation and business. She also worked with most material and collection types, including archives and federal depository documents. As a special librarian, her work included writing user guides, finding aids, information directories, thesauri and indexes. Suzi says these were her secret pleasure, almost as good as chocolate!

Suzi was just appointed to two American Library Association, Reference and User Services Association (RUSA) committees. The Historical Materials (formerly the Bibliography and Index) Committee of RUSA's History Committee is charged with improving the usefulness of bibliographies and indexes, promoting the availability of historical works and information and acting as a liaison among bibliographers, indexers, publishers and professional associations. Suzi will also be a Reference Services Section representative of the Index Sub-Committee of the MARS/RSS Virtual Reference Committee.

Suzi's current volunteer activities include a neighborhood committee trying to determine if there is sufficient local interest in forming a program to help senior and disabled residents age-in-place (at home) rather than move to assisted living (see www.beaconhillvillage.com). She is also moderator of an extensive "neighborhood" email listserv for Bethesda, Chevy Chase and Potomac, Maryland. Some of her past activities include setting up a non-profit foundation to benefit public schools, volunteering extensively in public schools and co-managing "Project Backpack", a Hurricane Katrina relief project.

When she decided to go back to work, the first thing she did was join ASI. As professionals, Suzi believes being involved in and supporting our professional organizations is key to our individual and collective success.

Suzi was appointed to the vacant Vice-Chair position in June. Please join me in congratulating Suzi Kaplan as ASI's Mid- and South-Atlantic Chapter's new Vice-Chairperson.

Membership Corner

In my old job, winter was the slow time. Excruciatingly slow. To pass the time (and to look busy), I sometimes pulled up one of my Excel files, made a copy and played around with the data, just learning how to do various functions. I'm still no expert at it but it kept my mind busy during those long months.

I was happy to find out that with my newest venture here as chapter chair, each month I get a nifty little Excel spreadsheet that tells me who our members are. So I took some time to play around just for old time's sake (while I was supposed to be doing other things, of course).

So here's a little snapshot of our where our members are from, as of July 1st, 2007.

41 members call MD home, followed by 26 members hailing from VA.

PA and NC are tied at 9 members each.

SC has 5 members on the list, D.C. and DE have 4.

The other states represented are NY, WV, FL, CA, KY, NJ, GA, TX, MI and OH with 3 members or less.

I also found out that there are 21 people that have been members for over 15 years. Next year, some will be at the 20-year mark. Early congratulations!

There are 19 members that have been part of ASI/MSA for over 10 years and 20 that have been members over 5 years. The rest of us 115 members are in the under 5 year category, with a whopping 23 people joining so far in 2007 alone. Welcome everyone!

Speaking of all those new members, here's a list of those who have joined ASI since our last newsletter went out:

Margaret Troutman, Asheville, NC
E. Alan Armstrong, Roanoke, VA
Lydia Fraser, Germantown, MD
Margaret Meibohm, Drexel Hill, PA
Olufunmilayo Akhigbe, Landover Hills, MD
Patricia Roberts, Edgewater, MD

Heather Deans, Chapel Hill, NC
Jennifer Maybin, Branchburg, NJ
Amy Bishton, Washington D.C.
Cherie Moritz, Aiken, SC
Robin Ruth-Coleman, Belair, MD
Jan Spoor, Takoma Park, MD

Again, welcome!

Upcoming Events

2007

September 23rd to September 28th
Fall for the Book
George Mason University
Fairfax, VA
www.fallforthebook.org

September 28th to September 30th
Baltimore Book Festival
Baltimore, MD 21201
www.baltimorebookfestival.com

September 29th, 2007
National Book Festival
National Mall
Washington D.C.
www.loc.gov/bookfest

October 13th to October 14th, 2007
West Virginia Book Festival
Charleston, WV
www.wvhumanities.org/bookfest/boofest2.htm

2008

October 10th – 12th, 2008
Keystone Book Festival
Harrisburg, PA
www.keystonebookfestival.org

Just a reminder . . . ASI has changed the dates of the annual conference. . . .
ASI's 40th Annual Meeting will be held at the Warwick Hotel in Denver, Colorado, May 1–3, 2008. Start making plans now to visit the Mile High City for this event!

If you know about any upcoming events or meetings, local, regional, national, or international, which may be of interest to the members of MSASI, please email the details to the newsletter editor or chair for inclusion in the calendar. We also welcome any reports, photos, or submissions about meetings you have attended and wish to share.

Chapter Mailing List Information

MSANet is an unmoderated email list for the discussion of topics relevant to experienced or aspiring indexers, index users, and those who publish indexed materials in the Mid- and South Atlantic Region. It provides a forum for discussing practical, theoretical, and philosophical issues and for exchanging advice, information, ideas, and resources of interest to its intended audience.

This listserv is also the most useful forum for receiving announcements and registration packets for the MSA/ASI regional meetings and conferences.

To subscribe, send a message with no subject to: msanet-subscribe@msasindexing.org

After subscribing, you should receive a message confirming your subscription, describing how to unsubscribe, and outlining list options. Save your confirmation message for future reference. If you encounter any problems with subscribing, please contact the listowner, Deborah Patton at mail@pattonindexing.com. (continued on next page)

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Send new messages to the list at MSAnet@msasindexing.org. To reply to the list, click Reply All. To reply just to the message sender, click Reply. To unsubscribe, send a message with no subject to: msanet-unsubscribe@msasindexing.org.

Name The Newsletter Contest

Last winter, Deborah Patton started a “Name the Newsletter” Contest. We haven’t gotten a lot of response, so I’m going to try to up the ante a little bit. Put in your suggestions and the winner of the contest gets to be a newsletter sponsor for free (\$100.00 value). That means you can put whatever you like (within reason) on the back of the MSA Chapter Newsletter. So get your submissions in by October 31st for consideration.

Sponsor the Newsletter

Sponsor an issue of this newsletter (donation of \$100 requested) and we’ll put your business card, poetry, birth certificate, handprint, whatever you’d like on the back cover. Your donation will help with the costs of printing and mailing The Capital Indexer. Can’t budget funds to sponsor an issue? If you’d still like to help, please consider an online subscription to The Capital Indexer. You’ll receive an e-mail notification when the latest issue is placed on the chapter web site instead of a printed version.



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