

Archives Committee

Historian: A. L. Gardner (Archivist), R. M. Timm (Chair, Historian).

Information Items:

(1) Assisted the Publications Director with rewriting the *Journal's* Instructions to Authors. This new document should significantly assist authors for both the *Journal* and *Mammalian Species* (and other journals) and reduce errors in production. The new instructions are available at: http://jmammal.oxfordjournals.org/for_authors/index.html.

(2) Background information and images on the Society and several members were provided to several of our members who are authors on the upcoming 100 Anniversary Volume.

(3) Received several photographs of interest to the Society for the ASM's Archives including a number of older Annual Meeting images. These are being sorted, labeled, and selected ones will be scanned and uploading onto the Archives Committee's web page (see Our History tab [www.mammalsociety.org/committees/archives#tab7]). Please look at the photographs of the Annual Meetings that are posted and provide us with the originals of any that you do not see posted. We are still missing a considerable number of Annual Meeting images so please check your files for us and provide interesting images to our Archives.

(4) References and correct citations were provided to a number of ASM authors and editors as they were finalizing articles for the *Journal of Mammalogy* and *Mammalian Species*.

(5) A number of Society documents will be sent to Archivist Gardner for transfer to the Smithsonian Archives.

(6) **Future needs:** Please send us images of interest to the Society and our science of mammalogy.

Action items: None.

Respectively submitted,

Alfred L. Gardner, Archivist

Robert M. Timm, Historian, Chair

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