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**Jewish Historical Society Oral Histories
Ron Axelrod Lecture (7 February 1995)**

**By Ellen Callahan
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Link to audio file:

<https://archive.org/details/JHS17SideA/JHS+17-+side+A.mp3>

<https://archive.org/details/JHS17SideA/JHS+17-+side+B.mp3>

Summary Information

Tape Number:	JHS 17
Length:	47:30 (side A) 47:24 (side B)
Interviewer:	N/A
Interviewee:	Ron Axelrod, archivist of the Jewish Historical Society of Central Jersey
Date of Interview:	2/7/1995
Place of Interview	Jewish Historical Society of Trenton

This is a recording of a lecture given to members of the JHST by Ron Axelrod, Archivist of the Jewish Historical Society of Central Jersey regarding what types of material the Society should collect and the basics of preservation including climate control and proper archival storage.

On side A he provides an overview of the types of organizations JHST should consider collecting from including: synagogues, Hebrew schools, benevolent societies, social societies and businesses. He also provides an overview of the document categories that should be considered important including certificates of incorporation, deeds, passports, naturalizations, vital records, constitutions, by-laws, minutes, publications, correspondence and photographs.

Axelrod then begins to review basic collections care best practices (climate control, archival boxes and folders) and continues with this discussion on side B of the recording. On side B he also discusses the need to execute deeds of gift and the importance of accession records to document the provenance of collections. Finally, he reviews the various hand-outs he has brought that provide further guidance for collection care.