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Ohio Archivist

Fall 2002 Volume 33 Number 2

Feature Article

Ohio Historical Society's Executive Director Gary Ness to Retire in 2003

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Dr Gary C. Ness, Executive Director of the [Ohio Historical Society](#) since 1980, informed the Society's Board of Trustees yesterday that he will retire from his position in the latter part of 2003. This will enable the Board to conduct a search for a successor who would be able to assume the position during Ohio's bicentennial year.

I have had the pleasure and privilege of leading one of the nation's finest historical organizations, Dr. Ness said. I take pride in the variety, quality, and number of accomplishments by the Society across the years. I believe it is fitting that OHS seek a new Executive Director during Ohio's bicentennial year to lead this extraordinary organization as our state enters a new century of history.

In commenting, Richard Sisson, President of the Ohio Historical Society's Board of Trustees said that, Dr. Ness will have served as our Executive Director for nearly a quarter of a century, a span most uncommon in leadership positions of major arts, educational, and historical organizations. He has done so with extraordinary spirit and dedication, with a long and enviable list of accomplishments and more to come in our Bicentennial year. We are all extremely grateful for his exemplary service and continuing leadership, and for the strong OHS team that he has been able to attract and maintain. The momentum generated under the leadership of Dr. Ness will continue through Gary's tenure and into the future.

Dr Ness, 62, became the ninth OHS executive director in September 1980. He has served as director longer than any other individual in the Society's 117-year history. During his tenure, the Society has enhanced its reputation as an exceptional historical organization. Early in Ness's tenure, the Society added new national-model programs, including TIMELINE, the Society's award-winning popular history magazine, and its outreach program assisting the hundreds of local and county historical organizations in conjunction with

the Ohio Association of Historical Societies and Museums. In recent years, the Society has become a nationally recognized leader in providing online historical information and distance learning programs.

Elaine Hairston, Vice President of the Society and Chancellor Emerita of the Ohio Board of Regents, observed that the Board of Trustees has continually and deeply appreciated the commitment and the attention to excellence that Dr. Ness has brought to the outstanding historical and educational programs of the Society and that he has done so with such intellectual integrity. Lucy McKewen Porter, past-President of the Society, echoed these views and said, Gary has contributed outstanding leadership to the Ohio Historical Society in both good times and lean. He has accomplished much and has been central to OHS being regarded as one of America's finest state historical organizations.

During Dr. Ness's years as director, the Society expanded and enhanced the state's historic site system, which is the largest of its kind in the country. Major additions include the National Afro-American Museum and Cultural Center in Wilberforce, the Youngstown Center of Industry and Labor, and - within the past year - the U.S. Grant Boyhood Home in Georgetown. The Society also initiated a massive renovation and modernization of its site system, including a new education facility at Fort Ancient in Warren County and soon-to-be-completed education centers at Fort Meigs in Perrysburg and Adena in Chillicothe. Adena, the home of Thomas Worthington, who is often called Ohio's founding father, is the physical centerpiece of the state's bicentennial activities. Dr. Ness received his BA in Industrial Administration from Iowa State University in 1963. After employment with Cummins Engine Company and active duty as an officer in the U.S. Army, he entered graduate study at Duke University where he received an M.A. and Ph.D. in history. Prior to becoming OHS director, he was a member of the faculty of the Department of History at the University of Cincinnati where he subsequently served as Assistant University Dean for Graduate Studies and Research.

He has held leadership positions in numerous professional associations, including the American Association for State and Local History and its joint project with the Smithsonian Institution on A Common Agenda for History Museums. He is a senior accreditation examiner for the American Association of Museums and is a Founding Trustee of the National Afro-American Museum Foundation. Since 1988 he has served as a member of the faculty of the Winedale Museum Seminar of the Texas Historical Commission. His many community activities have included service as a member of the board of Dresden Sister City, Inc., the Governor's Advisory Council on Travel and Tourism, the Capitol Square Restoration Foundation, as well as numerous civic organizations.

Dr. Sisson indicated that he would soon establish a committee to conduct a national search for a new Executive Director.



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Archives Week in Ohio 2002 : Business and Labor in Archives

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A Good Archives is Good Business Donn C. Neal

It is likely that with so many corporations and CEOs making the news, many Americans have been more aware of the existence and importance of business records and archives in the last year than they ever have been. Perhaps some had never before realized the power of archival information to reveal and explain corporate history and actions. Others have probably marveled at the seriousness of the laws that demand respect for and maintenance of archives, and at the widely-felt consequences when those laws are broken. It is more evident than ever that business archives are a valuable source of information, not just about a single institution, but also about the role businesses play in the history of the community in which they operate, and in American and international history as well.

It is fitting, then, that the theme for the 10th annual Archives Week in Ohio 2002, October 6 - 12, is Business and Labor in Archives. Ohio institutions will find creative ways to take advantage of the media and the public's current interest in business archives and records this year, by highlighting materials in their collections.

Archives Week in Ohio has several goals: To increase the general public's awareness of archival materials and archival centers; To focus upon materials in archival centers with broad appeal; To inspire persons and organizations with records of enduring value to properly preserve those materials for posterity; and To strengthen ties with regular archives users and to introduce new and potential users to archival centers and the documentary heritage there.

Activities to achieve these goals will include displays or exhibits, editorials or informational articles in local media, or speeches or presentations by archivists or local businesspeople. Archives that serve broad communities will offer professional consulting services or information about archiving to local businesses. Archives Week in Ohio is also an excellent reason for archives simply to make contacts with local businesses, Chambers of Commerce, or trade organizations.

For more information about Archives Week, visit www.ohiojunction.net/SOA.



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Celebrating the Bicentennial

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It's always interesting to watch how archival and historical materials are used. Our materials and treasures are so often hidden away in the stacks; sometimes unappreciated. However, the Bicentennial Celebrations planned for 2003 are evidence that archives, museums, and cultural institutions in Ohio appreciated and celebrated by the public. We cannot provide a complete listing of bicentennial events; but we can provide an interesting listing of events, books, and projects that give us a glimpse into how archival and historical materials are used to celebrate our history. From exhibits of hats worn by famous Ohioans, to the preservation of historic buildings, to the publication of local histories, to the creation of brochures for traveling motorists; the Bicentennial provides an opportunity for archives and history to be celebrated.

Upcoming exhibitions in the Philip Sills Exhibit Hall, Ohio State University

Thompson (Main) Library, 1858 Neil Avenue Mall

September 7 - December 13, 2002

A Walk in Our 'Shoe: The History of Ohio Stadium.

The history of Ohio Stadium, including football highlights at Ohio Stadium, the pageantry surrounding the game, and other uses of the stadium is highlighted in this special exhibition. Artifacts will include the dedication day newspaper about the Stadium, a portion of goal post from the 1955 Rose Bowl, and several signed footballs. For additional information, contact the exhibit's curator, Tamar Chute, at chute.6@osu.edu or telephone 614-292-3271.

January 6 - April 14, 2003

"Some Sort of Somebody": Ohioan Elsie Janis on the Stage and in the Trenches
Columbus native Elsie Janis made her professional stage debut in 1896 at the age of seven in the newly opened Southern Theatre. From the Southern, she moved to vaudeville and legitimate stages in New York, London, Paris, and to the trenches to entertain troops during World War I, charming audiences with her songs and her clever imitations of famous people. A songwriter throughout her career, she later wrote filmscripts, articles for film magazines, and poetry, while continuing her other stage and film activities, sometimes giving work to WWI veterans for whom she created Elsie Janis and Her Gang. To borrow from a song Janis wrote with Jerome Kern, she was indeed "Some Sort of Somebody." For additional information, contact the exhibit's curator, Nena

Couch, at couch.1@osu.edu or telephone 614-292-6614.

May 1 - August 29, 2003

Ohio Cartoonists

Ohio has a remarkable place in the history of American cartooning. Among the "firsts" displayed in this exhibit are work by the creator of America's first comic strip, the first syndicated editorial cartoonist, and the first woman editorial cartoonist. Work by cartoonists who were born, educated or worked in Ohio are featured. For additional information, contact the exhibit s curator, Lucy Shelton Caswell, at cartoons@osu.edu or telephone 614-292-0538.

September 15 - December 12, 2003

Early Ohio Imprints

An exhibition of early printing in the State of Ohio including books on husbandry, wine making, government, education and the natural sciences. The exhibition will concentrate on items from the early nineteenth-century through 1875 with some attention to special books published in the late nineteenth and early twentieth centuries. For additional information, contact the exhibit s curator, Geoff Smith, at <smith.1@osu.edu> or telephone 614-292-5938.

All of these exhibits are free and open to the public.

The **Medical Heritage Center** of The Ohio State University is teaming with The Ohio Academy of Medical History, The Dittrick Medical History Center and Museum, and The Lloyd Library and Museum of Cincinnati to produce a brochure highlighting health sciences collections or organizations in Ohio for the Ohio Bicentennial 2003 Celebration. The brochure will be distributed to Ohio Information Centers located along Ohio's highways. It is the hope that the public will be enticed by the brochures to explore 200 years of Ohio's health science history in 2003.

Erie County Bicentennial Events

All Year: The Museum of Merry-Go-Round History and Art will present its exhibit, Buckeyes At Play

April: Milan Historical Museum will begin their Hats Off To Ohio exhibit (hats worn by famous Ohioans).

May 20 to October: The City of Sandusky will have a special Ohio Bicentennial mound planting in Washington Park, on the east side mound that faces Wayne Street. Also, the Freedom Shrine on Washington Street (northeast park quadrant) will have special commemoration.

All Summer: The musical events held in Sandusky s Washington Park Gazebo will each devote five minutes to Ohio Musical Moments.

June 6: The Erie County s 50-year time capsule will be opened and another

buried. That ceremony will be followed by a reception at the Museum of Merry-Go-Round History and Art.

June 13 & 14: The Harley-Davidson 100th Anniversary Rally will be held in Sandusky.

July 9-14: The Tall Ships will visit Lake Erie ports. (The Sandusky-based Red Witch has been designated as Ohio's Official Tall Ship.)

August: Vermilion will host Antiques & Arts in the Park

Each political subdivision in the County is expected to put together a timeline of its own history. The townships will be provided with special panels that will be on display at the Erie County Fair in the Heritage Society barns.

The **Mercer County Historical Society, Inc.**, with a grant from the Ohio Humanities Council, is hosting the project,

Ohio Explorers in 200 Years of Western Ohio's History:

Neil Armstrong, John Glenn, Wright Brothers, Walter Hinton, Lowell Thomas, Robert Stanton, Dr. Hattery, Anthony Shane, Peter Loramie, Jonathan Alder, Captain James Riley, James Zura Riley, George Brandon, the Spellacy Brothers and Curly Linneman

Schedule of Events:

October 21, 2002, Mercer County Historical Museum, Celina, Ohio.

TWO OF OHIO'S FINEST HISTORIANS WITH THEIR LATEST BOOKS:

Dr. Andrew Cayton, Miami University. "Ohio: This History of a People."

Dr. Larry Nelson, Ft. Meigs, "A History of Jonathan Alder; His Captivity and Life with the Indians."

November 18, 2002, Mercer County Historical Museum, Celina, Ohio.

Joyce L. Alig, Local Historian. "Old Gold Rush to Alaska Diaries by Ohioans; 1898-1900"

February 17, 2003, Mercer County Historical Museum, Celina, Ohio.

Harrison Frech, Local Historian. "A Bridge between Two Cultures: Anthony Shane, Metis Interpreter."

John Zwez, Air & Space Museum. "Twenty Four Astronauts from Ohio."

October 2002 - March 2003

Monthly Book Exhibits and Monthly Sunday Afternoon Videos about Western Ohio Explorers; those who explored Western Ohio and those Western Ohio Explorers who explored the West and Alaska and Outer Space to the Moon.

An annotated bibliography of Mercer County history and the individual community histories in Mercer County is being prepared.

Jackson County, Lillian Jones Museum

The Lillian Jones Museum will be having some special exhibits dealing with Jackson County, Ohio and its contributions to Ohio's history through the years (famous people, etc.) all during 2003. The museum will also be having Ohio Birthday Parties for local school children during 2003 (with cake, balloons, guest speaker on Ohio history, Ohio games, etc.) to help celebrate the 200th birthday of Ohio.

"Industrial Jackson" (the part business and industry in Jackson County have played in Ohio's history) will be the first bicentennial exhibit for the year (February through April 2003). There will be two more exhibits with a special focus for the bicentennial that have not been finalized for yet. Our website lillianjones.museum.com will have details as they become available.

Cincinnati Museum Center

Cincinnati Museum Center announces the creation of a new exhibit, *Liberty on the Border: The Civil War and the Ohio River Valley*. The exhibit will be on temporary display at Cincinnati Museum Center from April 5, 2003 through September 2, 2003.

We are pleased to present this exhibit as one of the 40 Legacy Projects for the State of Ohio's Bicentennial Celebration during 2003. We are excited to have the opportunity to share the story of this border region both here in Cincinnati, and as a part of a national exhibit tour, says Cincinnati Museum Center President and CEO, Douglass W. McDonald.

The exhibit, designed by Museum Center staff and historians, focuses on the border relationship between Ohio and Kentucky, to provide new insights into the events leading up to the war, the war years, and the politics of memory that has occurred from post-war to modern day. At this time the Ohio River was not just a physical border between neighboring states, but also represented a dividing line between North and South, free and slave. The exhibit looks at the Civil War in a new way, allowing visitors to look not only at the very real physical border that separated Ohio from Kentucky and slave states from the free states, but also the wide spectrum of attitudes of people in those areas.

Liberty on the Border is a 9,700 square-foot temporary exhibit that will include over 300 artifacts, archival documents, broadsides, ephemera, lithographs, and photographs. In addition, visitors will have the opportunity to see more than 50 artifacts from private collections that have never been on display to the general public until now. Artifacts and archive materials from Museum Center's collections, private collectors, and partner lending institutions bring to life this story, its themes and meaning. Reproductions of certain artifacts provide visitors with a multi-sensory exhibit experience as they try on a soldier's jacket,

feel the weight of his pack, examine an authentic firearm, and assist in rolling bandages at a Sanitary Fair.

The exhibit is unique from other Civil War exhibits because it has a regional focus. It is unique, too, because of its strong focus on non-military events and civilian contributions, which puts the causes, effects, and meaning of the war in more personal terms.

Museum Center's first-person history interpreters will bring history to life within the exhibit through their portrayal of real individuals from the Ohio/Kentucky area during the Civil War. The exhibit will also contain a multitude of interactive pieces including videos and an interactive map, where visitors can gain a greater understanding of how the famous Compromises of 1820, 1850, and the Kansas-Nebraska Act redrew borders within the United States and its Territories.

In addition, a vast array of educational programs such as school programs, teacher workshops, day camps, public lectures, and living history weekends will be planned to enhance the scope and reach of the exhibit by addressing related topics in depth.

When the Liberty on the Border exhibit ends on September 2, 2003, a 2,500 square-foot version will begin its travels around the country to other venues. The traveling exhibit will include approximately 25 artifacts and numerous reproductions and facsimiles.

Sponsored by The History Channel and the Ohio Bicentennial Commission.

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Legislative Update

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Pending Legislation

S.B. 234-Requires the State Archives Administration and certain entities to which the Administration transfers public records to retain and manage public records in accordance with specified retention schedules and to maintain the records and make them available for inspection and copying in accordance with the Public Records Law, and to require the State Records Administration of the Department of Administrative Services to adopt rules for the operation of the state archives. Further information about the affects of S.B. 234 on the operations of the State Archives and other organizations that hold public records.

SB 258 Firefighters/Public Records - Requires background checks on firefighters and exempts from the Public Records Law, section 149.43 ORC, specified residential and familial information of a member of a fire department and certain security-related information. (This bill passed the Senate in April and was sent to the house in June.)

HB 468-Amends section 149.43 ORC to include architectural plans, not including site plans, for private single-family residential dwelling houses in the list of public records exempt from disclosure

HB 563 Historical Society Amends sections 121 and 149 ORC to revise laws governing certain Ohio Historical Society operations by requiring OHS to be covered by the open meetings and open records statutes, requiring a performance audit by the state auditor, and requiring public hearings on the sale, leasing, closing or changing public access to any land which is located on a historic or archaeological site or state memorial or any building or structure.

HB 592 Historical Society Sites - Amends sections 111.15 and 149.30 ORC to require the Ohio Historical Society to adopt rules pertaining to the acquisition or disposition of historical and archaeological sites and requires approval by the General Assembly of any interest in historical or archaeological sites.

HB 593 Historical Society Facilities - Creates the Ohio Historical Society Facility Study Committee to conduct a study and make recommendations regarding the facilities owned or operated by the Ohio Historical Society.

HB 614 Court Clerks - Regulates the information various clerks of courts place

on the Internet.

Recent Updates

HB 247 Juvenile Records - Ensures that prior delinquent child adjudication and disposition records are available for use in preparing presentence investigation reports for persons convicted of a criminal offense. Effective May 30, 2002

SB 184 Terrorism - Exempts certain security-related information from the Public Records Law and revises the Open Meetings Law provision regarding executive sessions to consider security matters. Effective May 15, 2002

SB 3 Clarifies that sex offender registration information held by a county sheriff is a public record open to inspection under section 149.43 ORC. Effective January 1, 2002

HB 196 Alternative Schools Adds additional language involving alternative school services to the definition of a public record in 149.43 ORC.

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National Union Catalog of Manuscript Collections

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NUCMC is a free-of-charge cooperative cataloging program operated by the Library of Congress. On the basis of data supplied by eligible repositories to our program, we create MARC bibliographic records in RLIN (Research Libraries Information Network), a national-level database, describing collections held by participants. These descriptions are then available to researchers on RLIN throughout the U.S. and the world.

To be eligible, repositories must lack the capability of entering their own manuscript cataloging into either RLIN or OCLC.

We are currently working with various libraries, historical societies, and museums in Ohio and would certainly like to add collections contributed by S.O.A. members to this national database. Repositories do not have to have internet capabilities to participate in our program; copies of cards or finding aids can be mailed to us in lieu of using online data submissions.

If you would like additional information, please look on our Web page <http://lcweb.loc.gov/coll/nucmc/>. You can also contact Mary Ann Habib at 202-707-2428 or email: mhab@loc.gov at any time.

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Civil Unrest: Voices of Our Community, a 2001 temporary exhibit built by and exhibited at **Cincinnati Museum Center** at Union Terminal, has received an Award of Merit from the American Association for State and Local History (AASLH).

AASLH's Award of Merit recognized Civil Unrest as a national model for state and local history. An annual award, the Award of Merit, is granted for excellence to a program that has been compared with similar programs in North America.

Cincinnati Museum Center aims to foster understanding of our community's past, present and future, said John Fleming, vice president of Museums. For Civil Unrest to be nationally recognized as a valuable resource to our city and our state is a tremendous validation of our organization's goals.

Civil Unrest was displayed from July 21 through October 21, 2001 in the Arts Consortium of Cincinnati: African American Museum located in Cincinnati Museum Center at Union Terminal. The exhibit provided a unique perspective on civil unrest throughout Cincinnati's history while encouraging continuous dialogue in Greater Cincinnati.

The exhibit was planned, produced and installed in 90 days in partnership with the Arts Consortium. Civil Unrest contained three sections—a history of civil unrest in Greater Cincinnati, a multi-media collection from Cincinnati's events in April 2001 and a display of current and future community programs to promote peace and justice.

Cincinnati Museum Center at Union Terminal is home to the Cincinnati History Museum, Cinergy Children's Museum, the Museum of Natural History

& Science, the Robert D. Lindner Family OMNIMAX® Theater, and the Cincinnati Historical Society Library. Originally built in 1933 as the Union Terminal train station, the building was renovated and reopened as Cincinnati Museum Center in 1990.

C. Harrison S. Wick recently accepted the Archivist & Head of Special Collections position at **Hanover College**, just across the river in Hanover, Indiana. Mr. Wick graduated from Indiana University in Bloomington in 2002 with the M.L.S. and an MA in American History.

The **Mahoning Valley Historical Society** is pleased to announce that we will be opening a new exhibit, "What's Cookin': Cultural Diversity in Local Foodways" September 8, 2002. The exhibit will look at food and the diversity brought to what we eat and how we prepare it that different groups brought to the Mahoning Valley. The exhibit will incorporate many childrens activities as well. As part of an ongoing activity with this exhibit, MVHS is seeking family recipes from the Mahoning Valley, accompanied by stories of the traditions and family information associated with them. These recipes and stories will be incorporated into the exhibit and may also lead to publication of a cookbook.

MVHS is also commemorating our Founders' Day with an Open House, September 8, 2002 with free admission to the museum, and activities on the grounds. Our Founders' Day Dinner Outing on September 10, 2002 will take place at Oak Hill Cemetery, offering a unique opportunity to tour and learn more about the exquisite architecture evident in the cemetery's many mausoleums and monuments.

Both activities pull from our varied two-dimensional collections.

Recent acquisitions include a collection of church records and memorabilia from the Central Christian Church, Youngstown, Ohio. This collection includes membership data, photographs, legal documents including deeds, marriages, obituaries of members, vital statistics, and ephemera associated with or created by the church which disbanded in December 2001.

For more information please contact the Mahoning Valley Historical Society, 648 Wick Avenue, Youngstown, OH 44502; 330-743-2589; fax 330-743-7210; or at archives@mahoninghistory.org.

The Local Government Records Program (LGRP) at the **Ohio Historical Society** is embarking on two new projects. The first is a series of three video workshops: "Just the Basics," "Managing Electronic Records," and "Disaster Preparedness and Recovery." The OHS Video Production Department will produce the videos. They will include PowerPoint slides intermixed with film

and images. Local Government Records Archivist Pari Swift will present "Just the Basics" and "Disaster Preparedness and Recovery," and State Archivist Charlie Arp will present "Managing Electronic Records." The videos will be made available, at cost, to Ohio local governments. All videos will also include a corresponding information packet that local governments will be encouraged to reproduce for any officials charged with records management responsibilities.

The second project is video-conferencing workshops. The LGRP will be teaming up with the OHS Video Production Department to present "Just the Basics," "Managing Electronic Records," and "Disaster Preparedness and Recovery." The video conference format will allow the LGRP to present the workshops to several locations at one time, while maintaining a level of interactivity between the presenters and attendees. A trial workshop with Champaign County is in the works for early September. Whenever possible, members of the County Archivists and Records Management Association (CARMA) will serve as remote site moderators. Both of these projects are being designed as alternatives to the 8-10 scheduled workshops and numerous requested workshops that the LGRP receives each year.

The LGRP also set up a Local Government Records listserv, designed for any Ohio local government official charged with records management or archives duties to engage in open discussion of records management or archives issues, ask questions, and share problems or solutions.

The traveling exhibit American Originals opened at the Ohio Historical Society on May 24 and remained until September 2. The Society is one of eight institutions nationwide that will host this exhibit, containing some of the most significant documents held by the National Archives. The Emancipation Proclamation of 1863 was added to the exhibit and opened for public viewing for four days (June 20-23). The Society hosted a reception for the opening of the proclamation on the evening of June 19. Among those in attendance were Archivist of the United States John Carlin, Ohio Governor Robert Taft, and Columbus Mayor Michael Coleman.

The initial two-year phase of the [Ohio Memory Project](#) is completed. Thanks to the assistance of OPLIN, OhioLINK, the Ohio Library Council, INFOhio, and the Ohio Bicentennial Commission and the participation of 250 participating institutions, it was a great success. More than 13,487 images have been digitized and are now available via the website. A variety of institutions contributed materials to the Online Scrapbook, including archives, museums, historical societies, and libraries. The second phase of the Ohio Memory Project will start in October 2002. A major change in the project will be to accept collections created after 1903.

Processing of the textual records of the Ohio Women's Policy and Research Commission was completed this summer and finding aids for the records were

made available. This agency was a casualty of state budget cuts in June 2001 and all of its records were transferred to the State Archives at that time.

Judy Cobb, Assistant State Archivist in the State Archives, left the Society in May to assume the position of Preservation Projects Specialist for the Online Computer Library Center (OCLC). Rich Hite, formerly head of processing in the State Archives, accepted the position of Assistant State Archivist in July. Hite previously worked as Project Archivist for the papers of Admiral Richard Byrd at The Ohio State University and before that, he was a manuscripts specialist at the Western Reserve Historical Society in Cleveland. Hite has an M.A. in archival management from North Carolina State University, an M.A. in history from Kent State University, and a B.A. in history and political science from the University of North Carolina.

Betsy Butler joined the staff of the Manuscripts and Audiovisuals Department as a part-time processing assistant in July. Previously, she served as director of public relations for the Columbus-based law firm of Bricker & Eckler LLP. Butler has an M.A. in journalism from The Ohio State University and a B.A. in history and European civilization from Sweet Briar College in Sweet Briar, Virginia.

Greg Reissland, Public Records Technician in the Research Services Department, left the Society in May to move to Cincinnati. April Thompson, who graduated from The Ohio State University in June with a B.S. in education and a minor in history, replaced him in July. David Gibson, Stack Manager for the same department, left the Society in August to enroll in graduate school in film studies at the University of California at Los Angeles.

Recent accessions of the Manuscripts and Audiovisuals Department include an addendum to the Rabbi Nathan Zelizer Collection, the John Circle Collection, and the Watkins-Lehmann Family Collection. The Zelizer Collection contains sermon notes, religious studies, personal correspondence, photographs, newspaper clippings, manuscripts, certificates, diplomas, records from congregations he served in Ohio and Florida, information on civic activities, and religious objects. Zelizer was a civic leader in the Columbus area and also served as a military chaplain during World War II. The John Circle Collection contains blueprints and survey records from Circle's career as a private surveyor before he became Franklin County Engineer. The Watkins-Lehmann Family Collection includes Paul Laurence Dunbar items that were owned by the niece of Josephine Watkins Lehmann, whom Dunbar knew as Aunt Bam. Lehmann was the daughter of William Watkins who was Dunbar's mentor while he lived in Dayton. Lehmann was an accomplished photographer and the collection includes pictures she took.

Recent accessions of the State Archives include technology plans for various state agencies (1984-1996) from the Computer Services Division of the Department of Administrative Services, files of cases heard by the Ohio

Supreme Court (1985-1989), foster care licensing files (ca. 1970-1991) of the Children s Services Division of the Department of Jobs and Family Services, and executive correspondence (1992-1999) of the Department of Youth Services.

At **Ohio University Libraries, Archives and Special Collections** Bill Kimok has assumed duties as the University Archivist and Records Manager and he will soon have a classified-rank assistant. Judy Connick is assuming duties with the rare books collections as Sheppard Black has moved to a reduced time schedule.

The **SOA Education Committee** is in the process of developing a mentorship matching program and an on-line internship directory.

The mentorship matching program will link a student or new professional to a mentor by sharing contact information. Meeting frequency, the subject of the advice given, and time commitment will be agreed upon by the individuals involved in each mentorship relationship. The internship directory will serve as an on-line source for students interested in institutions that regularly hire interns. Forms and further information will be made available at the Fall SOA Conference and on the SOA web-site. For additional information, contact Judith Wiener at (614)292-9273 or wiener.3@osu.edu

Bridgette A. Kelly is the new archivist at the **United Church of Christ, National Offices**, in Cleveland, Ohio. Bridgette comes to the UCC from Stan Hywet Hall & Gardens in Akron, Ohio, where she was the Special Collections Manager.

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Nominations Sought for the 2003 Public History Award from the Ohio Academy of History

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Nominations are sought for the Public History Award to be presented at the annual meeting of the Ohio Academy of History 25-26 April 2003 at Kent State University - Stark Campus.

The deadline for submission of nominations is 13 December 2002. Nominations must have a postmark not later than that date.

To be nominated, a public history project, publication, or program must have been accomplished within Ohio in the previous two years and completed by 13 December 2002. Nomination forms and general rules should be requested from:

Dr. Stuart D. Hobbs
Ohio Historical Society
1982 Velma Ave.
Columbus, OH 43211-2497

Phone: (614) 297-2608.
e-mail: shobbs@ohiohistory.org

The awards program covers all public history fields, including exhibits, publications, audio-visual documentaries, oral history, public programs, symposia, archival projects, and historic preservation. Nominations are encouraged which demonstrate meritorious achievement beyond the routine functions of everyday work. All historians, whether employed by an academic or public institution, are encouraged to apply.

Nominated projects, publications, or programs must:

- Include a completed nomination form and all support material required by the rules
- Demonstrate original research which adds to a greater understanding of the past
- Demonstrate creativity in the way the project, program, or publication is organized and presented
- Demonstrate originality or uniqueness in design and historical interpretation
- Educate or communicate with the intended audience

· Follow commonly accepted rules of evidence and logic in providing proof of statements, facts, and conclusions

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The Ohio Electronic Records Committee Update

Charles Arp, Ohio Historical Society
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The goal of the [Electronic Records Committee](#) (ERC) is to draft policy for the creation, maintenance, long term preservation of and access to electronic records created by Ohio's state government.

Since my last report to you on the activities of the ERC we have accomplished three tasks and each in its own way was difficult. The ERC has accepted the [Databases as Public Records Guidelines](#) and the [Guidelines for Managing Web Site Content](#). The ERC also assisted the State Archives Local Government Records Program to create a [model email use policy](#).

Databases as Public Records Guidelines

Creating the *Databases as Public Records Guidelines* was interesting because the technical and policy issues are so intertwined. While the Sub-committee wanted to insure public access to records, this was difficult to do without imposing an undue burden on governmental agencies. This gordian knot affected how the Sub-committee and the ERC as a whole chose to solve the problem and write the Guidelines.

For the first time the ERC was evenly split on an issue, which I found most troublesome since we have always tried to work on a consensus basis. The ERC voted on the draft *Databases as Public Records Guidelines* via the ERC listserv between 10 January 2002 and 22 January 2002. The final vote tally was:

12 votes "to accept the Guidelines as is"

12 votes "to accept the Guidelines revised to include recommendation #6 which reads: 'Agencies should consider internally documenting the specific reasons why a records request was denied. This can be both an administrative and legal asset if the agency is asked to provide the reasoning for denying a records request.'"

Some members chose not to vote. Because the vote was so close Judy Cobb, Assistant State Archivist, and I abstained from the vote in order not to unduly influence the final outcome. Since all the voters agreed that the original Guidelines were acceptable and that the bone of contention was

recommendation #6, the ERC adopted the Guidelines for Databases as Public Records without the suggested revision.

Guidelines for Managing Web Site Content

A Sub-committee chaired by Judy Cobb wrote the *Guidelines for Managing Web Site Content*. This was another difficult project because few states or institutions have tackled it. This meant that there was very little existing work that we could base on our own work on. The two documents that we did end up basing our work on were from the National Archives of Australia. We wrote the National Archives of Australia seeking permission to use their publications "[Archiving Websites: Guidelines for Keeping Records of Web-based Activity in the Commonwealth Government](#)" and "[Archiving Websites: A Policy for Keeping Web-based Records in the Commonwealth Government](#)" in the creation of the ERC's *Guidelines* since both documents were copyrighted. The National Archives of Australia graciously granted the ERC permission to use their publications in the creation of our own Guidelines. The Australians lead the profession in electronic records issues and are to be congratulated (should you ever meet an Australian archivist!).

About half way through the work of the Guidelines for Managing Web Content Sub-committee Ms. Cobb, much to my dismay, took a position with OCLC. I feared that the Sub-committee would lose track or worse still that I would have to take it over, but much to her credit Ms. Cobb saw the project through to the end even though she no longer worked for OHS. The ERC thanks Judy for all her hard work on these Guidelines.

Email Use Policy

The Local Government Records Program at OHS has often been asked for a draft email use policy that local governmental entities could use to create their own policies. Knowing this I volunteered to work with a group drafting such a policy statement for the [National Electronic Commerce Coordinating Committee](#). NECCC's mission is to "promote electronic government based on emerging issues and best practices through an alliance of association." NECCC asked the [National Association of Government Archivists and Records Administrators](#) (NAGARA) for help writing several papers on various electronic records issues, one of which was email. I thought I could kill two birds with one stone by helping to write the NECCC email paper and then using it to update the ERC email guidelines and to add an email use policy to the ERC list of publications.

This scheme ran into several problems. First of state agencies already have an email use policy put out by [DAS](#) (the Supreme Court has one as well) so they were not interested in revisiting this issue. Secondly, the goal of the ERC is to "draft policy for the creation, maintenance, long term preservation of and access to electronic records created by Ohio's state government". Since I wanted to draft an email use policy for local governments, the ERC by its own

mission statement was unable to help me. We resolved the issue by the LGR program putting out the email use policy "with the advice and consent of the ERC". The ERC goal or mission statement will be reviewed and hopefully revised at the next meeting of the ERC.

Next steps

The next task for the ERC is a revision of the " Digital Document Imaging Guidelines" which were put out in 1999 and have become out of date. Mark Schmidbauer, Systems Analyst Supervisor at the Ohio Bureau of Workers' Compensation who chaired the first imaging sub-committee has also consented to chair this sub-committee. If you would like to participate in the sub-committees please contact me at the phone number or email address given below. As always I have enjoyed working with the ERC, they are a very talented group. If you have any questions about the ERC or if you have a issue you would like to see them take on please feel free to contact me.

Charlie Arp
State Archivist and Chair of the ERC
(614) 297-2581
carp@ohiohistory.org

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The Ohio Historical Record Advisory Board (OHRAB) Update

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The [Ohio Historical Records Advisory Board](#) (OHRAB) acts as the central body for historical records planning in the state. Board members are appointed by the governor and represent Ohio's public and private archives, records offices, and research institutions. The board also acts as the state-level review body for grant proposals submitted to the [National Historical Publications and Records Commission](#) (NHPRC). Administrative responsibility for the board rests with the [Ohio Historical Society's Archives/Library Division](#).

At its August 2001 meeting, OHRAB adopted the following mission statement:

The mission of OHRAB is to serve the people of Ohio by advocating, nurturing, and advising programs that identify, preserve, and provide access to their documentary heritage, which enriches the culture and protects the rights of Ohioans.

To accomplish that mission the Board:

- Encourages organizations to seek funding for appropriate projects and provides guidance to those organizations;
- Reviews applications for grants to the National Historical Publications and Records Commission;
- Serves as an advisory body to the Ohio Historical Society for all issues related to historical records in Ohio;
- Endorses and encourages programs and activities of other organizations whose goals are consistent with the mission of OHRAB;
- Recommends programs that use historical records in their educational activities;
- Plans appropriate goals, objectives, and an action agenda for the current year and the near future.

Since the last report on OHRAB, the Board met at Zoar Village on June 14th. NHPRC strongly encourages the state historical records advisory boards to meet outside the state capitol at least once during each year to facilitate input into the Board's activities. (See NHPRC's [Manual of Suggested Practices for State Historical Records Coordinators and State Historical Records Advisory](#)

Board.)

During the June meeting the Public Records Program Subcommittee recommended, and the Board approved, funding the writing of a report by the Ohio Network of American History Research Center's Access Sub-committee . This report would detail the creation of a system that would be used by the public to locate local government records of enduring historical value. The Network Access Sub-committee met once since the June OHRAB meeting and is working on the report via email. At this meeting it was agreed upon to use bibliographic records (short form MARC records) and to place these records in an on-line public access catalog. These bibliographic records would have to encompass records held at the Ohio Network of American History Research Centers, the County Archivists and Records Managers Associations (CARMA) institutions, and Ohio's counties, municipalities, and townships.

The Board continues to work on its new strategic plan, tentatively titled *The Ohio 2010 Plan - A Statement of Priorities and Preferred Approaches for Historical Records Programs in Ohio*. While work on this update of the Ohio 2003 Plan takes place the Ohio 2003 Plan remains in effect. The Board decided in 2001 to hold a Bicentennial Records Forum (draft title - hereafter referred to as Forum) as a way of seeking comment on its strategic plan. At the June meeting the Board decided to establish an ad-hoc sub-committee to plan the Forum in detail. The Forum Sub-committee is comprised of Roland Baumann, Barbara Floyd, Julie McMaster, Charles Arp, and Raimund Goerler.

The goal of the Forum is to gain greater visibility for historical records issues in Ohio by involving records creators, users, and archivists in a discussion of the current state and future needs of Ohio's historical records. Afternoon breakout sessions will be used to solicit comment on the Ohio 2010 strategic plan. The Forum will be organized by OHRAB and held at the Ohio Historical Center.

The Forum will be one of the largest events undertaken by OHRAB. It will celebrate Ohio's bicentennial year by helping the Board learn how to better serve Ohio's historical records community. Please feel free to contact me at anytime for more information about OHRAB or its activities.

Charlie Arp
State Archivist
Ohio Historical Society
(614) 297-2581
carp@ohiohistory.org

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President's Message

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Archivists Entering the Asylum! The theme of this year's Fall Conference seems both appropriate and uncannily indicative of how hectic our professional lives can sometimes become. And, that is why it is important to take a break from our daily lives and meet in beautiful Athens to share with and learn from our colleagues. There are some great sessions planned and I hope to see a lot of you there.

In fact, I hope our Fall meeting will be as successful as our Spring meeting was. We had over fifty attendees, many of whom took advantage of the excellent digitization workshop conducted by Elizabeth Shaw, of the University of Pittsburgh, and sponsored by the Ohio Historical Records Advisory Board. On behalf of the membership, I would like to extend our deepest appreciation to both Ms. Shaw and OHRAB for their generous contributions to the success of our conference. We had some fun, too. Over twenty members attended our dinner at Buco di Beppo and nearly the same number came to the reception afterwards. Our decision to celebrate our successes and ourselves proved to be a good idea, because at the business meeting we learned that we have over 200 members – the largest membership ever! We also learned that our Treasury is in excellent shape, which will allow us to move into our 35th anniversary year with a very firm step.

And, speaking of our 35th year, here are some dates to mark off on your new 2003 planner/calendar – April 10-12. We will meet in Columbus at the Ohio Historical Society to kick off two anniversaries – SOA's and Ohio's. Be there! Your Program Committee is hard at work planning to make it a rewarding experience whether you're looking for fun or facts. We'll have 'em both!

I can never end one of my messages without thanking everyone who has worked so hard for SOA and for our profession. There's not room here to list everyone by name, but I'm sure you know who you are. And, if you think your name isn't on the list and you want it there, let me know. SOA can use all hands ready, willing and able to help. Make a contribution to your association and celebrate 2003 with pride in a good job well done.

Maggie Yax,
President, SOA

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Treasurer's Report

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18 September 2002

Current Balance \$5018.55

Note: Expenditures for the upcoming SOA Fall Meeting have not been subtracted from this balance.

Membership

Membership renewal notices were sent out on July 1 and August 15. A 3rd notice will be sent to members on October 1.

Last year there was 175 paid members of SOA. Of those 175, so far this year 94 people have renewed their membership.

Tax Issues

Filed paperwork with to IRS to state we need not pay taxes since our gross income is less than \$25,000 per year

Submitted by,
Jane Wildermuth
SOA Treasurer

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Upcoming SOA Workshops

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SOA is pleased to announce the following workshops are available this fall. Expand your knowledge, hone your skills, and make your archives a better place.

October 21

Warren-Trumbull County Public Library
MARC Cataloging for Archival Collections 9am - noon
Photo Collection Management 1pm - 4pm

November 9

Clermont County Historical Society at Bethel Historical Society, Bethel, Ohio.
In the Grant Memorial Building on the corner of Main and Plane (St. Rte. 125) Streets
Photo Collection Management 9am - noon
Grant Writing 1pm - 4pm

For more information, including descriptions of these workshops, please take a look at the [SOA Education pages](#).

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