



# The Shaker Historical Society OHRAB Final Report

---

**ORGANIZATION:** The Shaker Historical Society  
**PROJECT TITLE:** The Elizabeth B. Nord Library & Archives Map and Stereoview Collections Preservation and Reorganization Project  
**PROJECT DIRECTOR Name:** Dr Ware Petznick  
**PROJECT DIRECTOR Telephone:** 216.921.1201  
**PROJECT DIRECTOR Email:** [wpetznick@shakerhistory.org](mailto:wpetznick@shakerhistory.org)

**NARRATIVE:** Thanks to the OHRAB grant, The Shaker Historical Society has been able to dramatically improve its ability to serve researchers interested in maps and stereoviews by reorganizing, indexing and photographing all maps and stereoviews in the Elizabeth B. Nord Library & Archives. We also have had the opportunity to educate interns about the proper way to handle, organize, document and index archival collections. By funding materials, the OHRAB has enabled us to encapsulate 192 maps (repair some tears prior to encapsulation in Mylar), reorganize and index the maps, and photograph them. Through this project we have also photographed, indexed and encapsulated in archival sleeves all 1229 stereoview cards in the collection and placed them in appropriate Hollinger boxes – no longer overcrowded.

## Map Collection

Total Maps 229  
Photographed to this point: 100%  
Encapsulated: 84% (others need conservation first or are framed)  
Organized: 100%

## Stereoview Collection

Total stereoviews: 1229  
Photographed: 100%  
Organized: 100%

## SUMMARY OF PROJECT ACTIVITIES and ACCOMPLISHMENTS:

### *The Elizabeth B. Nord Library & Archives Map Collection*

Dates: 1755– 2000

There are 12 series in this collection described by geography:

- [1] Western Reserve
- [2] Cuyahoga County & other Ohio Counties
- [3] Lake Erie
- [4] Cleveland, Ohio
- [5] Warrensville Township, Ohio
- [6] Highways of Cleveland, Ohio
- [7] The State of Ohio
- [8] Outside the State of Ohio
- [9] The Van Sweringen Co
- [10] Shaker Heights, Ohio
- [11] East Side Cleveland, Ohio
- [12] The North Union Shakers

Extent: 6.560 cubed feet (4 flat drawers 29.5" x 38.5" x 2.5") 229 Maps (including framed maps on display in the museum and at least one map printed on the back of a menu in VF011, F14.)

*(11 large scale maps were scanned at the Cleveland Public Library).*



## ***The Elizabeth B. Nord Library & Archives Stereoview Collection***

- Series: No series have been defined for this collection. The index has been divided by publisher.
- Dates: 1900-1910
- 1229 images digitally photographed
- 1229 images addressed by project

## **Copies of Catalog Entries and Finding Aids**

- Guide to the Elizabeth B. Nord Library and Archives Map Collection, Attached
- Guide to the Elizabeth Nord Library and Archives Stereoview Collection, Attached

## **Narrative of self-assessment:**

This project has been extremely valuable for the Shaker Historical Society to undertake. In the process of organizing and further protecting our rare map and stereoview collections, we have trained several interns in the proper handling of archival documents. Furthermore, we are far better equipped to serve the public with their research inquiries that so often concern Shaker Heights properties. Had we greater funding and more time we would have been able to accomplish more by way of conservation. As it is, we have a list of maps that require further conservation and have digital images and ordered files to make access easier. We still plan on adding our collections to our website, so that they are searchable by an international audience, but given the volume of images, we will need to do some research as to how best to handle the images. PastPerfect's web software may be a way forward for us to progress beyond the work promised in our application. For now, we have added blog entries on our website, included maps in Facebook posts and have published articles in our newsletter, *The Journal*.

## **Publications:**

<http://www.shakerhistoricalsociety.org/2013/07/rare-images-china-highlights-stereoview-collection-elizabeth-nord-library-archives/>

<http://www.shakerhistoricalsociety.org/2013/08/windows-world-elizabeth-nord-stereoview-collection/>

<http://www.shakerhistoricalsociety.org/2013/08/cleveland-cartography/>

<http://www.shakerhistoricalsociety.org/2013/09/36th-anniversary-elizabeth-nord-library/>

<http://www.shakerhistoricalsociety.org/2013/10/lori-roberts/>

*The Journal* Shaker Historical Society, Summer/Fall 2013.



# The Shaker Historical Society OHRAB Final Report

## Expenditures (pdfs attached to email)

Document Repair tape 1" x33'	9.28
Double sided tape 1/2" x 36 yds x 2	25.52
Double sided tape 1" x 36 yds	17.56
Japanese Paper Tengucho	29.16
Methyl Cellulose	25.88
Brush Hake classic	19.96
Acryloid B-72	7.00
Tying Tape	9.56
Foil backed labels	39.07
Black Acrylic fluid	7.40
White acrylic fluid	7.40
Pigma Fade resistant pen	8.86
Tissue	102.46
Archival acid free stereo sleeves	67.10
Box shallow lids (8) for stereoviews	108.56
Cleveland Public Library parking to scan large map	13.00
<a href="#">Flash drives x 3 Kingston Data Traveler 8MB</a>	19.99 x 3
<a href="#">Memorex CD-R 100pk</a>	19.99
Drop front deep lid for maps 18x30x6	43.05
	<b>\$620.78</b>

## Project Cost Match (time sheets attached to email):

<b>Intern Neil Hoyt 18.00 x \$18.54 =</b>	<b>\$333.72</b>
<b>Intern Kati Corbitt 229.0 hours as of August 30<sup>th</sup>, 2013</b>	<b>\$4245.66</b>
<b>Intern Alexandra Freyvogel 10 maps / 30 stereoviews = 40 x \$18.54</b>	<b>\$741.60</b>
<b>Volunteer Ameerah Mohammad 8 hours stereoviews = 8 x \$18.54</b>	<b>\$ 148.32</b>
<b>Volunteer Lori Roberts 6 hours = 6 x \$18.54</b>	<b>\$111.24</b>
<b>Senior Project Student Christina Ya Gao May 14-June 5-105.5hrs</b>	<b>\$1955.97</b>
<b>Total Cost Match</b>	<b>\$7536</b>

Name of individual submitting this application: Dr. Ware Petznick  
 Title: Executive Director