

Ohio Historical Records Advisory Board Final Report, Grant #NAR13-RC-10149-13

This is the final report on the activities of the Ohio Historical Records Advisory Board (OHRAB) between January 1 and December 31, 2013 as funded by an administrative support grant of \$24,177.

Board Members and Personnel

Angela O'Neal resigned from the Ohio Historical Society and as the Deputy State Coordinator of the Ohio Historical Records Advisory Board. She has been replaced on the board by Liz Plummer, Manager of the Reference Services Department at the Ohio Historical Society.

The Governor of Ohio reappointed Rhonda Freeze, Director of the Butler County Archives, to the board. There are three additional reappointments awaiting review by the Governor's Office: Judy Cetina, Manager of the Cuyahoga County Archives; Paul Morehouse, Past President of the Ohio Genealogical Society; and Jill Tatem, University Archivist at Case Western Reserve University.

Board member Tonya Matthews resigned from OHRAB in October due to accepting a job out of state. The board will consider candidates to replace her in 2014.

Board Meetings

The board met on January 25, 2013 at the Ohio Historical Society in Columbus. The board selected Rhonda Freeze to serve as Chair and Dan Noonan to serve as Vice-Chair. Other topics of discussion included: the board's participation in the 2013 Statehood Day advocacy event; the regrant program; the board's use of a consent agenda; distribution of the board's brochure; and publicizing OHRAB's scavenger hunt to students and teachers.

The board met on April 26, 2013 at the Ohio Historical Society in Columbus. Topics of discussion included: OHRAB's History Day award; the 2013 regrant recipients; and the assistance that the board could provide to potential NHPRC applicants. The board also heard from State Representative Mike Duffy who spoke about his open data initiative for the State of Ohio.

On July 19, 2013 the board met at the Ohio Historical Society in Columbus. Board members discussed priorities for the 2014 SNAP Grant application. OHRAB also discussed updating its website and reviewed a timeline for providing assistance to grant applicants.

OHRAB met at the Ohio Historical Society in Columbus on October 25, 2013. Among the topics discussed were reviewing and updating the board's strategic plan which goes through December 2014 and filling the vacancy on the board.

The minutes for the meetings are available on OHRAB's website at <http://www.ohrab.org/minutes/>.

Regrant Program

In 2013 OHRAB awarded \$14,700 in regrant funding that was divided between 11 repositories. Overall the board received 28 applications requesting a total of \$43,583. The final reports for the projects are available on OHRAB's website at <http://www.ohrab.org/grants/regrant/>.

- City of Delaware: *Council Minutes Scanning Project* (\$2,000.00)
- Delaware County Historical Society: *Delaware County Historical Records Cataloging and Preservation Project* (\$720.00)
- Fairfield Heritage Association: *Fairfield County Records Processing and Cataloging Project* (\$976.00)
- German Township (Fulton County): *Historic German Township Records Processing and Preservation Project* (\$2,000.00)
- Historical Society of Mount Pleasant: *Arrangement and Preservation of Genealogical Records* (\$954.00)
- Hudson Library and Historical Society: *Preserving and Improving Access to Hudson, Ohio Historic Photographs* (\$1,838.00)
- Mead-Needham Museum: *Preservation of Select Lima Township Records* (\$724.00)
- Shaker Historical Society: *Elizabeth Nord Research Library & Archives Map and Stereoview Collections Preservation and Reorganization* (\$888.00)
- University of Akron: *Digitization of the Daniel Guggenheim Airship Institute Technical Reports* (\$1,980.00)
- Welsh American Heritage Museum: *Access and Preservation of Historical Records at the Welsh-American Heritage Museum* (\$1,967.00)
- Wyandot County Historical Society: *Wyandot County Historical Society Photographic Collection Storage Project* (\$653.00)

Statehood Day

The 2013 Statehood Day advocacy event was held at the Ohio Statehouse on February 27. Eight members of OHRAB attended the event which was held to promote and advocate on behalf of Ohio history and OHRAB chair Rhonda Freeze addressed attendees. In addition, OHRAB distributed copies of its brochure and information about the board to attendees and legislators.

History Day

On April 27, 2013 OHRAB presented two awards of \$100 each for the best use of Ohio's historical records in a History Day project. Joan Colleran and Katelyn Vlastaris won for their project "The Election of Carl Stokes: A Turning Point in the Long Road Toward Overcoming Racial Barriers" and Abby White and Marcia Brown won for their project "From Pulpit to Protest: Ohio's Lane Rebels."

Society of Ohio Archivists Conference

At the Society of Ohio Archivists Conference on April 5, 2013 in Dublin, Ohio OHRAB member Ron Davidson led a panel titled *Success Breeds Success: OHRAB Awards* –

Building Recognition and Support. This session discussed OHRAB's Archival Achievement Award and how it could be used to promote institutions. Representatives from two prior achievement award recipients, the Euclid Public Library and the Licking County Records and Archives Department, also participated on the panel. They discussed the projects that led to their awards and also the benefits of the publicity generated by receiving the Achievement Award.

Distribution of OHRAB Brochure

OHRAB mailed copies of its brochure "Safeguarding Ohio's Historical Heritage" to the 94 chapters of the Ohio Genealogical Society. Brochures were also distributed at the Ohio Genealogical Society's annual conference, the Society of Ohio Archivists' annual conference and at local ARMA chapter meetings.

Grant Assistance Advice

In 2013 OHRAB prepared a timeline for potential NHPRC grant applicants, encouraging institutions to contact the board early in the process for assistance. OHRAB also created a list of application tips based on prior reviews of NHPRC grant applications. Both of these documents have been posted on OHRAB's new website at www.ohrab.org (in 2013 the website was transferred to a new platform so it could be updated more efficiently).

Achievement Award

In October OHRAB awarded its Achievement Award during Archives Month. The award recognizes significant accomplishments in preserving and improving access to historical records in any format by an Ohio archival institution. The board chose the Shaker Heights Public Library for its coordination and creation of HistoricShaker.com, an online collection and reference tool capturing and cataloguing the architectural history of Shaker Heights homes dating as far back as 1915. The project scanned more than 10,000 index cards to create a searchable database highlighting the construction year, building materials, construction cost estimate and architect of Shaker homes.

Archives Month

OHRAB contributed \$500 to the Society of Ohio Archivists to cover the cost of printing Ohio's 2013 Archives Month poster. The theme was "Disasters in Ohio."

OHRAB Scavenger Hunt

In order to help students prepare for History Day the board created a scavenger hunt to teach students how to locate and interpret primary sources online. OHRAB created a list of 25 historical documents, artifacts and photographs, all of which have been digitized and made available online by Ohio institutions. Students find the item, answer some questions about it on an investigation sheet, and then submit the investigation sheet to their teacher. The scavenger hunt is available on OHRAB's website at <http://www.ohrab.org/groups/wg-savenger-hunt/> and it has been publicized to teachers through the Ohio Historical Society's Education and Outreach Division.

Electronic Records Workshop with the Ohio Electronic Records Committee

OHRAB received an extension on this grant to support the joint National Association of Government Archives and Records Administrators (NAGARA)/Ohio Electronic Records Committee (OhioERC) Electronic Records Forum. This forum was held on March 20, 2014 in Dublin, Ohio. Among the topics discussed at this workshop was cloud computing, e- discovery and successful collaboration between IT staff, records managers and legal staff. From this grant OHRAB provided travel funding to one of the speakers and eight attendees.