

Institution/Organization Name

Little Cities of Black Diamonds: Little Cities Archive

Project Title

Improving Access to the Historical Records of the Little Cities of Black Diamonds

Program Director

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Summary of Project Activities and Accomplishments

- ❖ Regular Planning Meetings began on April 12, 2012
- ❖ Volunteer Program
 - Volunteer Training held on May 2, 2012. Volunteers coordinated through Little Cities Volunteer Network (<http://littlecitiesvolunteers.org>)
 - Volunteer continued being trained and helped process records. (See appendix 1)
 - 18 Fullbright Scholars volunteered two days each and received basic training
 - Two Student Volunteer spent 4 days a week from June to August.
 - Local long time volunteers Joe and Lilian spent 2-4 hours a week processing forms
 - Cheryl coordinated volunteers. (See Appendix 2)
- ❖ 1st round of shelving boxes and supplies in July allowing us to begin physical setup.
 - New Shelves installed.
 - Organized and added signage for current and new Archival Boxes according to Collection
 - Organized “piles” of materials into boxes to be processed.
 - Moved display area back to give more room to Archive
- ❖ Archive was open during Little Cities of Black Diamonds Day
- ❖ By the end of November Volunteers had processed: (See Appendix 3 & 4)
 - Bain Collection
 - Tharp Collection
 - Kinsel Collection

- Railroad Museum Collection
- In addition to collections, 1008 records were processed
- We are ready for clients!!!!!! (See Appendix 5)

- ❖ Held Open House during Sunday Creek's Annual Partners Gathering in December.
 - Event includes all of the different agencies of Sunday Creek Associates as well as many of their partners. Many of these groups will be primary users of the Archive
 - Over fifty people in attendance for event and ribbon cutting.
 - Summary will appear in next Black Diamond Press

- ❖ The Future
 - A client survey will be distributed to all clients who visit the Little Cities Archive in 2013.
 - Survey will provide feedback concerning the users access to records needed for research.
 - Survey will also be available online at <http://littlecitiesarchive.org>
 - Survey results will be tabulated in December 2013 and presented to Sunday Creek Associates and Little Cities of Black Diamonds
 - The primary goal for the immediate future is begin scanning records not yet on the website with the purpose of having a complete set of data that is searchable online as well as at the Archive.

Narrative of Self Assessment

The Project “Improving Access to the Historical Records of the Little Cities of Black Diamonds” met the objectives outlined in the grant and provides a strong base for the growth of the Little Cities Archive.

Objectives one (obtain archival grade preservation and storage materials) and objective three (organize the physical area in the Archive to be more accessible and accommodating for research users. were closely tied together. We purchased over three hundred dollars of shelving and began to physically change the layout of the Archive. A wide variety of boxes were then purchased to help volunteers begin to sort the piles of materials that once occupied most of the space in the Archive. Newly purchased signage improved the coordination of the Archive database and the actual location of the records. Now, there is comfortable walk space to view displays at the front of the Archive and to locate research materials on the shelves. The research table is no longer used as temporary storage and floors are no longer covered in piles of unprocessed records and other clutter.

The Volunteer Training objective was met in a number of ways. Professional training provided by Rob Dishon, a retired Archivist was the first step taken to meet this objective. Rob’s formal training was a success in terms of the knowledge gained and applied by the volunteers in sorting and processing records.. This training was the first event of the grant and volunteer recruitment was coordinated with the Little Cities Volunteer Network. His casual training of other volunteers both new and long time also provided a wider base of knowledgeable volunteers.

Good fortune supplied two nights of volunteer work from groups of Fulbright Scholars from Ohio University. These students seeking public service opportunities were given a quick lesson and immediately began sorting records. Cheryl Blosser, who coordinated the volunteers, had a knack for finding people willing to commit some time to the projects. (see Petes Picture) Using the training provided by Rob, Cheryl was able to get temporary volunteers up and working in a short period of time. Over the course of the grant period these volunteers processed an amazing amount of records and helped get the Archive ready. In addition to the processing of existing records found in the Archive, a number of new collections have been donated and processed during the grant period. They include the Bain Collection, the Tharp Collection, the Railroad Museum Collection and the Kinsel Collection. During the grant period an additional 2205 records were processed and are now available at the Archive. All of the newly added records are entered in the in house database at the Archive as well as to the Archive website. (littlecitiesarchive.org)

The only drawback in this area is that we were unable to secure any long term volunteers. We start this year with the same group of volunteers that started last year. We are hopeful that partnering with the Little Cities Volunteer Network may eventually solve this problem.

This grant insured that the records in the Little Cities Archive are physically available to clients in an organized method. The many hours spent organizing and processing records provides a search tool on the computer for clients to locate all of the records inside the Archive. The vision that drove the project now allows the Little

Cities Archive to proudly open doors to the significant information available about Little Cities of Black Diamonds.

The Little Cities Archive Grand Opening was held December 13, 2012 at the Tecumseh Commons in Shawnee. The Grand Opening was part of the Little Cities of Black Diamonds Partners Gathering which includes all of the different groups that work with Little Cities and the groups most likely to use the Archive. Over fifty people were in attendance and after dinner and Christmas carols, the crowd walked across the street to the Little Cities Archive and cut the ribbon. After a short introduction, people browsed the now comfortable and information rich Little Cities Archive.

Receiving the Ohio Historical Records Advisory Board Grant for this project has changed the Little Cities Archive from a good idea into a reality. The physical reality of this project is now obvious in the uncluttered, organized workspace for people to browse and research the records now available in the Archive. Additionally, it makes it possible to accept new collections and contributions and have the space and organization to make them accessible. The future is bright for the Archive's ultimate goal of maintaining our story.

Little Cities Archive Input Form

Today's Date _____ Your Name _____

Category

Digital Clips Books/media Newspaper Clips

Artifacts Documents Photos

Title _____

Date _____

Additional Information:

Publisher (If Clip or Books/Media)

Town _____ Source _____

.....
Archives Combined Spreadsheet Entry

Date Entered _____ Entered by _____

Call Number _____ Location _____

On Website: Yes No

Screenshot of Catalog Entries

Archive Combined All changes saved in Drive

File Edit View Insert Format Data Tools Help

fx Call Number

	A	B	C	D	E	F	G	H	I	J	K
1	Call Number	Title	Date	Publisher	Additional info	Town	Source	Storage	Web/Arch/Entered	Date Entered	Entered By
273	DO-DOC-325	Pay Slip Congo Coal Mining Company	8/10/1893		Howard Little	Congo		Digital Only	Web	8/28/2012	Joe Winnenber
274	LC-DOC-326	White Family					Tharp Collection	File Box 6,Slot 2	Archive	10/4/2012	Joe Winnenber
275	LC-DOC-327	Music					Tharp Collection	File Box 6,Slot 3	Archive	10/4/2012	Joe Winnenber
276	LC-DOC-328	Hungarian Band					Tharp Collection	File Box 6,Slot 4	Archive	10/4/2012	Joe Winnenber
277	LC-DOC-329	Mining					Tharp Collection	File Box 6,Slot 5	Archive	10/4/2012	Joe Winnenber
278	LC-DOC-330	Alice Tharp					Tharp Collection	File Box 6,Slot 6	Archive	10/4/2012	Joe Winnenber
279	LC-DOC-331	Schools					Tharp Collection	File Box 6,Slot 7	Archive	10/4/2012	Joe Winnenber
280	LC-DOC-332	William Seals Coal Co. Ledger					Tharp Collection	File Box 6,Behind	Archive	10/4/2012	Joe Winnenber
281	LC-DOC-333	Columbus and Eastern Railroad Company Project					Tharp Collection	File Box 6, Front	Archive	10/4/2012	Joe Winnenber
282	LC-DOC-334	Maps					Tharp Collection	File Box 6,Slot 10	Archive	10/4/2012	Joe Winnenber
283	LC-DOC-335	Eichenbaum Family					Tharp Collection	File Box 6,Slot 11	Archive	10/4/2012	Joe Winnenber
284	LC-DOC-336	Blast Furnaces General Info					Tharp Collection	File Box 6,Slot 12	Archive	10/4/2012	Joe Winnenber
285	LC-DOC-337	Receipts					Tharp Collection	File Box 6,Slot 13	Archive	10/4/2012	Joe Winnenber
286	LC-DOC-338	Newspaper Clips					Tharp Collection	File Box 6,Slot 14	Archive	10/4/2012	Joe Winnenber
287	LC-DOC-339	Assorted Handwritten Notes					Tharp Collection	File Box 6,Slot 15	Archive	10/4/2012	Joe Winnenber
288	LC-DOC-340	Assorted Handwritten Notes 2					Tharp Collection	File Box 6,Slot 16	Archive	10/4/2012	Joe Winnenber
289	LC-DOC-341	Morroe two land owners					Tharp Collection	File Box 6,Slot 17	Archive	10/4/2012	Joe Winnenber
290	LC-DOC-342	Congo History					Tharp Collection	File Box 6,Slot 18	Archive	10/4/2012	Joe Winnenber
291	LC-DOC-343	Self Family					Tharp Collection	File Box 6,Slot 19	Archive	10/4/2012	Joe Winnenber
292	LC-DOC-344	McCuneville School					Tharp Collection	File Box 6,Slot 20	Archive	10/4/2012	Joe Winnenber
293	LC-DOC-345	New Straitsville					Tharp Collection	File Box 6,Slot 21	Archive	10/4/2012	Joe Winnenber
294	LC-DOC-346	History of Shawnee 1907					Tharp Collection	File Box 6,Slot 22	Archive	10/4/2012	Joe Winnenber
295	LC-DOC-347	Assorted Little Cities Docs					Tharp Collection	File Box 6,Slot 23	Archive	10/4/2012	Joe Winnenber
296	LC-DOC-348	William Seals Pay Stubbs					Tharp Collection	File Box 6,Slot 24	Archive	10/4/2012	Joe Winnenber
297	LC-DOC-349	Seals Family					Tharp Collection	File Box 6,Slot 25	Archive	10/4/2012	Joe Winnenber
298	LC-DOC-350	Hemlock					Tharp Collection	File Box 6,Slot 26	Archive	10/4/2012	Joe Winnenber
299	LC-DOC-351	Shawnee					Tharp Collection	File Box 6,Slot 27	Archive	10/4/2012	Joe Winnenber
300	LC-DOC-352	History of Mosahala					Tharp Collection	File Box 6,Slot 28	Archive	10/4/2012	Joe Winnenber
301	LC-DOC-353	Tharp Correspondence					Tharp Collection	File Box 6,Slot 29	Archive	10/4/2012	Joe Winnenber
302	LC-DOC-354	Odds and Ends					Tharp Collection	File Box 6,Slot 30	Archive	10/4/2012	Joe Winnenber
303	LC-DOC-355	Personal History of Drakes, Edmonds, Tharp Family					Tharp Collection	Filebox 7,Slot 1	Archive	10/4/2012	Joe Winnenber
304	LC-DOC-356	Mine Photos (Xerox)					Tharp Collection	Filebox 7,Slot 2	Archive	10/4/2012	Joe Winnenber
305	LC-DOC-357	Wes Tharp Notes					Tharp Collection	Filebox 7,Slot 3	Archive	10/4/2012	Joe Winnenber
306	LC-DOC-358	Mine Inspector Report					Tharp Collection	Filebox 7,Slot 4	Archive	10/4/2012	Joe Winnenber
307	LC-DOC-359	Coal Mine Strike 1949-50					Tharp Collection	Filebox 7,Slot 5	Archive	10/4/2012	Joe Winnenber
308	LC-DOC-360	Draft copy of Ivan Tribel's Little Cities of Black Diamon					Tharp Collection	Filebox 7,Slot 6	Archive	10/4/2012	Joe Winnenber
309	LC-DOC-361	Coal Car Distribution Bulletin					Tharp Collection	Filebox 7,Slot 7	Archive	10/4/2012	Joe Winnenber
310	LC-DOC-362	Articles from Magazines					Tharp Collection	Filebox 7,Slot 8	Archive	10/4/2012	Joe Winnenber
311	LC-DOC-363	Hocking County Sesquicentennial 1968					Tharp Collection	Filebox 7,Slot 9	Archive	10/4/2012	Joe Winnenber
312	LC-DOC-364	Shawnee news clippings					Tharp Collection	Filebox 7,Slot 10	Archive	10/4/2012	Joe Winnenber
313	LC-DOC-365	South Central Powers Reports					Tharp Collection	Filebox 7,Slot 11	Archive	10/4/2012	Joe Winnenber
314	LC-DOC-366	Globe Blue Book					Tharp Collection	Filebox 7,Slot 12	Archive	10/4/2012	Joe Winnenber
315	LC-DOC-367	Mine law tests and forms					Tharp Collection	Filebox 7,Slot 13	Archive	10/4/2012	Joe Winnenber
316	LC-DOC-368	Rock Run Brick Plant Photos					Tharp Collection	Filebox 7,Slot 14	Archive	10/4/2012	Joe Winnenber
317	LC-DOC-369	Coming Reader Story Handwritten					Tharp Collection	Filebox 7,Slot 15	Archive	10/4/2012	Joe Winnenber
318	LC-DOC-370	Mining Info					Tharp Collection	Filebox 7,Slot 16	Archive	10/4/2012	Joe Winnenber
319	LC-DOC-371	Unknown Mine Photos					Tharp Collection	Filebox 7,Slot 17	Archive	10/4/2012	Joe Winnenber

Screenshot of Processed Records at Archive

The Wes "Fu" Tharp Collection
including donations from William and Fran Dunlap

*This is a list of documents in the Tharp Collection that has not been entered onto the Archive website.
The actual documents can only be viewed in the LCBD office Shawnee, Ohio*



Includes:

1. White Family
2. Music
3. Hungarian Band
4. Mining
5. Alice Tharp
6. Schools
7. William Seals Coal Co. Ledger
8. Columbus and Eastern Railroad Company Project
9. Maps
10. Eichenbaum Family
11. Blast Furnaces General Info
12. Receipts
13. Newspaper Clips
14. Assorted Handwritten Notes
15. Assorted Handwritten Notes 2
16. Monroe two land owners
17. Congo History
18. Self Family
19. McCuneville School
20. New Straitsville
21. History of Shawnee 1907
22. Assorted Little Cities Docs
23. William Seals Pay Stubbs
24. Seals Family
25. Hemlock
26. Shawnee
27. History of Moxahala
28. Tharp Correspondence
29. Odds and Ends
30. Personal History of Drakes, Edmonds, Tharp Family
31. Mine Photos (Xerox)
32. Wes Tharp Notes
33. Mine Inspector Report
34. Coal Mine Strike 1949-50
35. Draft copy of Ivan Tribe's Little Cities of Black Diamonds
36. Coal Car Distribution Bulletin
37. Articles from Magazines
38. Hocking County Sesquicentennial 1968
39. Shawnee news clippings
40. South Central Powers Reports
41. Globe Blue Book
42. Mine law tests and forms
43. Rock Run Brick Plant Photos
44. Corning Reader Story Handwritten
45. Mining Info
46. Unknown Mine Photos

Before and After



Press Release

For Immediate Release:
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The Little Cities of Black Diamond Council Receives Grant to Improve Archive

Shawnee, Ohio. The Little Cities of Black Diamonds Council recently receive a n Ohio Historical Records Advisory Board Grant. The \$2,602 grant will assist in obtaining archival grade preservation and storage materials, provide professional archival instruction and assistance for local volunteers and make the Archive more accessible and accommodating for research users.

The grant is supported in part by an award from the Ohio Historical Records Advisory Board, through funding from the National Historical Publications and Records Commission (NHPRC), National Archives and Records Administration.

The Little Cities Archive is located on West Main Street in Historic Downtown Shawnee, Ohio and is open 10:00am to 2:00pm Monday thru Thursday. Current holdings at the Archive include, local photographs, newspapers, artifact and research documents. In addition to the physical structure, the Archive maintains an active web site at “littlecitiesarchive.org”.

ORHAB Grant 2012

Appendix 6

Final Budget

OHRAB Grant Budget Form

Salaries and Wages (list items)	Grant Funds	Cash Match	TOTAL
	\$1,000		\$1,000
			\$0
			\$0
			\$0
Subtotals	\$1,000	\$0	\$1,000
Supplies (list items)	Grant Funds	Cash Match	TOTAL
Including Shelving & Archival Storage	\$1,608		\$1,608
			\$0
			\$0
			\$0
Subtotals	\$1,608	\$0	\$1,608
Equipment (list items)	Grant Funds	Cash Match	TOTAL
			\$0
			\$0
			\$0
			\$0
Subtotals	\$0	\$0	\$0
Contracted Services (list items)	Grant Funds	Cash Match	TOTAL
			\$0
			\$0
			\$0
			\$0
Subtotals	\$0	\$0	\$0
Other Eligible Expenses (list items)	Grant Funds	Cash Match	TOTAL
			\$0
			\$0
			\$0
			\$0
Subtotals	\$0	\$0	\$0
Summary Budget	Grant Funds	Cash Match	TOTAL
Salaries & Wages	\$1,000	\$5,040	\$1,000
Supplies	\$1,608	\$5,040	\$1,608
Equipment	\$0	\$0	\$0
Contracted Services	\$0	\$0	\$0
Other Eligible Expenses	\$0	\$0	\$0
Total Project Costs	\$2,608	\$10,080	\$2,608

