2017 OHRAB Final Grant Report

Date: 23 January 2018
Institution Name: City of Alliance / Rodman Public Library
Title of Project: Preservation and Digitization of Alliance City Documents
From: Karen Perone, Project Director – 330-821-2665; kperone@rodmanlibrary.com
To: Fred Previts – fprevits@ohiohistory.org

Summary of Activities:

Rodman Public Library collaborated with the City of Alliance to microfilm and digitize City Council minutes and ordinances dating from the incorporation of Alliance in 1854 through 1924. All microfilming and digitization was completed by Backstage Library Works in Bethlehem, Pennsylvania. The master negative film reels will be stored in the climate-controlled vault at Ohio History Connection and the master print film reels will be stored in the Archives of The University of Akron. These locations were selected following the guidelines for retention of municipal records as outlined in Ohio Municipal Records Manual. Both storage sites are members of the Ohio Network of American History Research Centers.

The digitized documents were loaded onto the City of Alliance’s website. The website is cloud-based and is backed up on a regular basis. The documents are located in a searchable archive on the website for older documents (see attachment). The full text of any documents that were typewritten are now searchable PDF files. All others are accessible by date. The hard drive that contains the original digitized TIFF and PDF files will be stored in the City’s fireproof safe. A copy of the digitized files is also stored at Rodman Public Library.

In total, 1,742 PDF documents were created from 12,998 TIFF images. No bindings of the original documents were destroyed in the filming process and the threads of only one volume needed to be snipped because of tight gutters.

The overall process took longer than originally expected but all goals were reached within the timeframe of the grant.

Attached are copies of newspaper coverage and a press release that has been sent to The Alliance Review, Canton Repository, and Akron Beacon Journal. A program on this digitization project has been scheduled for February 20 at Rodman Public Library. The project was recognized at the January 16, 2018 City Council meeting by Mayor Andreani.
RODMAN LIBRARY

Consultant hired to help in director search

By STEPHANIE UJHELYI
su@the-review.com

The Rodman Public Library Board of Trustees will utilize a library consultant to assist them with their search to replace their retiring director.

During Wednesday's meeting, board members decided they will meet with Canton-based Karen Miller of Bradbury Miller Associates at 8 p.m. Friday, Sept. 1 in the library's board room behind closed doors in their quest to replace Patricia Stone, who intends to retire at year end.

Stone has been director for 10 years.

In other business, the board was told removal of windows and old boilers has begun, but $9,850 in asbestos abatement was needed before the project could proceed. The library board also approved up to $34,000 to be spent on renovations to the public women's restrooms by Burkhart Construction Ltd.

Board members also approved switching health insurance for staff from AudixCare to the Stark Council of Governments' plan, which showed significant savings.

In other action, board President Guy Hall also reiterated board approval for a settlement in the Community Reinvestment Area Agreement between Terry's Tire Town Inc. and the City of Alliance, which required all clients to sign off by Aug. 14.

Rodman's expected share is $13,300.

Karen Perone and Michelle Dilorio from the Alliance Historical Society delivered Alliance City Council minutes and ordinances from 1896 to 1925 and a 1920s Alliance newspaper to Bethlehem, Pa., where it will be digitized by year end thanks to a matching grant from the Ohio Historical Records Advisory Board as well as funds from the city and library digitization budgets.

The proceeds from the Friends of Rodman Library book sale is expected to top $13,000, which is about $1,000 more than last year due to the addition of a silent auction of afghans from the library's knitters' group and a 20 percent Orange Leaf fundraiser on Aug. 1.

Publicity
PRESS RELEASE

DIGITIZED ALLIANCE CITY COUNCIL RECORDS AVAILABLE FROM 1854-1924

Rodman Public Library recently collaborated with the City of Alliance to microfilm and digitize City Council minutes and ordinances dating from the incorporation of Alliance in 1854 through 1924. The 12,998 pages scanned are bound in large ledger books that measure up to 3” thick and 11” x 17”. They were sent to Backstage Library Works in Bethlehem, Pennsylvania in late July for microfilming and digitization. In December, 1,742 PDF documents were returned for uploading onto the City’s website. The one-of-a-kind city documents are now available for use by anyone with access to the Internet at any time of the day or night.

This is Rodman Library’s third digitization project with Backstage “We have had excellent results from our projects completed by Backstage over the past four years,” reports Karen Perone, Head of Technology and Technical Services at Rodman Public Library. “It is good to know that we have a resource nearby that can handle large format rare documents with such expertise.” Previous Backstage projects included digitization of The Alliance Review from 1916-1920 and more recently The Recreational News, a local newspaper from the 1920s.

“One of Rodman Public Library’s goals is to preserve and share the many historical documents of Alliance,” said Pat Stone, Director of Rodman Public Library. “We have the expertise and resources to assist the City in this important project.”

As outlined in Ohio Municipal Records Manual, the City of Alliance is required to permanently retain copies of all City Council minutes and ordinances. The only copies of these documents prior to this grant project were in the bound volumes. Today, the earliest records of the City are preserved for the future in the form of microfilm and digitized files. Mayor Alan Andreani remarked, “The City was very fortunate in Rodman Public Library securing a grant and providing us the ability to digitize and microfilm the ordinances and minutes of City Council records from 1854 to 1924. This process provides safekeeping and easier access to these wonderful historical documents.”

The master negative film reels will be stored in the climate-controlled vault at Ohio History Connection and the master print film reels will be stored in the Archives of The University of Akron. These locations were selected
following the guidelines for retention of municipal records. Both storage sites are members of the Ohio Network of American History Research Centers.

The digitized documents are available in a searchable archive for older documents on the City’s website. The full text of any documents that were typewritten are searchable PDF files. All others are accessible by date. To locate the archived documents, go to www.cityofalliance.com/archive.aspx.

Mayor Andreani concludes, “The City of Alliance is pleased to be able to preserve and protect its historical records as well as provide online access to these documents to our residents. None of this would be possible without the assistance provided in the grant process by Karen Perone and Pat Stone of Rodman Public Library. I’d like to also thank Jennifer Crist and City Auditor Kevin Knowles at the City of Alliance for their participation and thank them for all for their efforts and cooperation in this process.”

The project was supported in part by an award from the Ohio Historical Records Advisory Board (OHRAB), through funding from the National Historical Publications and Records Commission (NHRPC), National Archives and Records Administration. For more information about this project, call 330-821-2665, ext. 101.
### Ohio Historical Records Advisory Board
National Historical Records & Publications (NHRPC)
State and National Archival Partnership (SNAP) Grants Regrant Program

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If you do not receive full funding, will you accept partial funding and still complete the project as outlined in the application?  

X [Yes] [No]
An Ordinance to Establish a Board of Trustees of the
State Parks in and for the City of Alliance, Ohio.

As it is ordained and enacted by the Council of the City of
Alliance, Ohio, as follows:

Section 1. That a Board of three trustees, to be known as the trustees
of the State Parks, is and the same is hereby established to be
composed of three persons, who shall be elected by the elected of
the City of Alliance, Ohio, as hereinafter provided.

Section 2. That said trustees of the State Parks shall have the powers and
authority, rights and privileges, and shall be subject to the duties and
liabilities as now or may be hereafter provided by the laws of
the State of Ohio and said trustees of the State Parks shall be subject
to the control of the Council of the said City of Alliance, Ohio, so far
as is or may be hereafter be provided by the laws of said state.

Section 3. That at the annual municipal election to be held on the
first Monday of April A.D. 1899, there shall be elected and chosen by
the electors of said City of Alliance, one person to serve for one year,
one person to serve for two years and one person to serve for three years,
as provided by law, and at each succeeding annual municipal election
thereafter one person shall be elected and chosen for the period of
their years, as provided by law.

Section 4. That upon the passage and legal publication of this Ordinance,
there shall be nominated by the Mayor of said City of Alliance, Ohio,
and confirmed by the Council thereof, three persons who shall serve
as such trustees of the State Parks from and after the time of such
appointment until the election and qualification of their successors as
hereinbefore provided.

Section 5. That the election of such trustees of the State Parks at and after
the said municipal election to be held on the first Monday in April, A.D.
1899, shall be held at the same place or places and in the same
manner and by the same board of election or other officer, as the
municipal officers of said City of Alliance, Ohio, and shall be
returned in the same manner.

Section 6. That each member of said trustees of the State Parks shall
receive a salary of one dollar for each year of his service in said
board, payable annually.

Section 7. This Ordinance shall take effect and be in force from
and after its passage and legal publication.

Passed February 6th, 1899.

J. H. Wiltse, Mayor
H. H. Morgan, President of Council.
Council Minutes Dec 26, 1887

Council met in regular session

President: Bennick Piney

Members present: Piney, Britts, Bush, Jones, Johnson,

Miller, Judd, Pearson, Repsold, Stanley

Abert, Earlcy, South, Representative: Rector

On Motion the reading of the minutes of the last meeting was approved.

Correspondence

From: The Alliance Street Railway Company

To: Honorable Council of the City of Alliance

The Alliance Street Railway Company respectfully ask the Council to be desirous to have an extension of the line from Main Street to Summit Avenue. The company is desirous of having the line laid down on the property described by the Surveyor.

W. H. White
Manager

Motion was made that the proposition of Alliance St. Railway Co. be accepted.

Petitions

Petition was presented to Council by the property owners on the north side of Main Street, asking for the right to build a street from Main Street to the junction with the factory line.

Petitions from Citizens of the Alliance School District asking that the premises be surveyed as follows:

The north line of Cherry Street to be changed from west Liberty to Cherry Street.