

**Ohio Historical Records Advisory Board  
Final Report, Grant NAR17-RC-100005-17**

This is a report on the activities of the Ohio Historical Records Advisory Board (OHRAB) between January 1 and December 31, 2017, as funded by a grant of \$24,770.

*Board Personnel*

On April 1, 2017, the following members left the board due to term limits, per OHRAB's bylaws:

Dan Noonan, Electronic Records Manager/Archivist, The Ohio State University

Galen Wilson, Senior Records Analyst, Great Lakes Region, National Archives and Records Administration

Between January 1 and December 31, 2017 the Governor of Ohio appointed the following new members to the board:

Cindy Hofner, Wood County Clerk of Courts (Term: February 1, 2017 – March 31, 2019)

Russ Pollitt, Genealogy Subject Specialist, Columbus Metropolitan Library (Term: March 10, 2017 – March 31, 2019)

Tina Ratcliff, County Records and Information Manager, Montgomery County Records Center & Archives (Term: April 19, 2017 – March 31, 2020)

*Board Meetings*

The board met on January 27, 2017 at the Ohio History Connection in Columbus. The board discussed its membership vacancies. Other topics of discussion included future programming ideas and updates from OHRAB's awards and regrant committees.

The board met on May 5, 2017 at the Ohio History Connection in Columbus. The board discussed its 2018 grant application and revising its strategic plan.

The board met on July 28, 2017 at the Ohio History Connection in Columbus. The board drafted a strategic plan for 2018-2020.

The board met on October 27, 2017 at the Ohio History Connection in Columbus. The board elected a chair and vice-chair for 2018. Board members also adopted a strategic plan for 2018-2020 (see attached).

Copies of the minutes for these meetings are attached.

### History Day

On April 29, 2017 OHRAB presented two awards for the best use of Ohio's historical records in a History Day project. Ian Riddle was recognized in the senior category for his paper "*How Can You Run When You Know?*" Neil Young's "Ohio", the Kent State Incident, and Musical Protest During the Vietnam War. The awards committee cited Riddle for using a range of archival collections and types of sources, including oral histories, newspapers, research polls, interviews and song lyrics.

Connor Stanton won in the junior category for his paper *Sheppard v. Maxwell: The Right to a Fair Trial Takes the Stand*. Stanton was recognized for his use of government records and documents as well as other primary sources such as interviews and newspaper articles. He used these sources to thoughtfully analyze and balance various positions and interpretations.

### Archives Achievement Award

OHRAB awarded its Achievement Award during Archives Month in October. The award recognizes significant accomplishments in preserving and improving access to historical records in any format by an Ohio archival institution. This year the board recognized the Franklin County Children Services (FCCS) for exemplary preservation of historic records on child welfare in Franklin County. The organization hired an archivist, located and identified records of historical value both onsite and offsite, inventoried and cataloged a large volume of material, and used the materials in displays.

### OhioERC Workshops

Through its 2017 operating grant OHRAB provided support to the Ohio Electronic Records Committee's (OhioERC) "To Scan or Not to Scan: That is the Question" workshop held October 6, 2017 at the Delaware County Records Center in Delaware, Ohio. The workshop focused on the scanning of records and the impact digitization has on the accessibility, management and disposition of records. The workshop included a demonstration of the OhioERC's scanning feasibility tool which provides guidance on the factors to consider with digitization. Attendees also received a tour of the Delaware County Records Center's scanning operation.

The workshop was advertised through more than a dozen archives and records management listservs in Ohio, including the County Archivists and Records Managers listserv, the Miami Valley Archives Roundtable, the Ohio Township Association and the Ohio Records Association. The OhioERC held two identical sessions of the same workshop and there were 49 attendees in the morning session and 42 in the afternoon session. In addition, there were 34 people on the waiting list. Funding from OHRAB provided travel scholarships to five attendees, light refreshments for the attendees, lunch for the presenters and USB drives loaded with the workshop handouts and slides.

Since there was a waiting list from the October 6 workshops, the board received an extension on its 2017 operating grant to offer a third session of the workshop with the Ohio ERC. This session was held on March 2, 2018 at the Delaware County Records Center. There were 33 attendees for this session and funding from the NHPRC provided them with USB drives containing the workshop handouts and slides. Funding also

provided refreshments for the attendees and lunch and travel reimbursement for the presenters.

### Regrant Program

As part of its 2017 NHPRC grant, OHRAB received \$20,000 for a regrant program. In early January 2017 OHRAB's Regrant Committee announced the regrant opportunity through Ohio archives and records management listservs and networks. In response to the grant announcement, OHRAB received 15 applications requesting a total of \$50,088.

OHRAB's Regrant Committee reviewed the applications and chose the recipients via a phone conference. Eight applications received funding. Members of OHRAB worked one-on-one with the grant recipients to provide oversight and guidance for the projects.

The institutions that received regrant funding are:

- **City of Alliance**, Alliance, OH: *Preservation and Digitization of Alliance City Documents* (\$3,955)
- **The Dawes Arboretum**, Newark, OH: *The Dawes Arboretum Journal Scanning Project* (\$860)
- **Historical Society of Mt. Pleasant, Ohio, Inc.**, Mt. Pleasant, OH: *Conservation of Historic Ledgers* (\$846)
- **New Straitsville History Group**, New Straitsville, OH: *Digitization and Preservation of Large Format Photographs, Documents and Coal Mining Maps* (\$3,795)
- **Shawnee State University**, Portsmouth, OH: *Preservation, Organization and Storage of Historic Portsmouth, OH Newspapers* (\$4,000)
- **Sisters of Charity of Cincinnati**, Mount Saint Joseph, OH: *Digitizing and Sharing Rare Cincinnati-based Historical Resources* (\$1,912.37)
- **Wilmington College Peace Resource Center**, Wilmington, OH: *Peace Resource Center Preservation Project* (\$4,031)
- **Worthington Historical Society**, Worthington, OH: *Providing Digital Access to Historic Images, Documents and Ephemera on Worthington Memory* (\$600)

Collectively the regrant projects processed more than 400 linear feet of records and created more than 17,000 digital images. Project final reports have been posted to OHRAB's website (<http://www.ohrab.org/grants/regrant/>) and some examples of projects are:

- City of Alliance: digitized historical city council minutes and ordinances (<http://www.cityofalliance.com/archive>).
- Dawes Arboretum: digitized the journals of Arboretum co-founder Bertie Dawes (<http://cdm16802.contentdm.oclc.org/cdm/landingpage/collection/p16802coll44>)