



Preserving Clark County's Election History – Interim Report

Project period: 7/1/2019 to 9/30/2019

Project Summary: In July we were pleased to begin our project to organize, categorize, and digitize our collection of permanent retention maps. This project encompasses dozens of maps stored haphazardly in a 53.6 ft³ map storage case. Our plan included an intern working 135 hours in July to begin the process of sorting, labeling, and categorizing all of the maps. After that initial step was completed, we planned to repair some of the damaged maps and preserve all those that required permanent retention or otherwise had historical value. Finally, we planned to take the maps to our county Tax Map Department and make use of their large-format scanner to digitize the maps and publish them on our website. In addition to the maps, we also have several binders full of supporting documentation to be digitized and preserved.

Our intern worked most of the month of July and into August on this project, and she was able to complete the first phase of the project, which was processing the maps. She flattened, sorted, and labeled all of the maps. The maps are now sorted into drawers, with a drawer for each township in the county, plus a drawer for city maps, and a drawer for maps that encompass the entire county. All maps without dates were separated from those that are dated, and we do not plan to digitize them. As many of these maps are incomplete, have undated markups, and are of unknown origin, they are not part of the permanent retention requirement and would seem to have limited historical value. Many of these will likely be destroyed at the end of the project. This completed portion of the project is estimated to be about 40% of the entire project. The next phase, preservation, has now been started, but has not progressed very far yet.

We made an initial supplies purchase in the amount of \$668.93 from Gaylord and \$373.06 from Hollinger Metal Edge, for a total of \$1041.99. The Gaylord order has arrived and we have begun using the folders, boxes, and paper repair tape. The Hollinger order still has not arrived, as apparently the items were on back order. We have received notice from Hollinger that the order is estimated to be delivered on 10/2. For our matching funds, we had originally estimated 135 hours for our intern to work in July, at a rate of \$9.50 per hour. In actuality, she worked 86.5 hours in July and 29 hours in August, for a total of 115.5 hours. In the meantime, our Board voted to raise the pay of our part-time staff, including our intern, so her pay for that period was actually \$12 per hour. This brings the total cost of her time to \$1386.

At this time, the project is possibly on track to be completed by December 31st. It took longer than expected to receive the archival supplies. It also took longer than estimated to actually sort and label all of the maps. September 20th marks the 46th day before the upcoming election, which means that we are now in the full-swing of election season. We are not likely to have many hours to spend on this project until the election is over, with several weeks of post-election activities to follow. Our intern has now returned to school, but she has offered to return over her fall break for three days. Further complicating matters, next year is a

presidential election year, so there is a filing deadline in mid-December for the upcoming March Primary. However, the remaining aspects of the project seem like they will be uncomplicated, so it is still possible that we could finish the project on schedule, if election circumstances allow. We have already been in contact with our county Tax Map Department and they have said that we can bring a few maps at a time and stop in whenever we are able, so that could allow us to keep working on this project whenever time allows between election activities.

We publicized this project using our social media accounts on Facebook and Twitter. Screenshots are included below:

