

**Lakewood Historical Society**  
**OHRAB Grant Report**  
**December 21, 2020 (amended)**  
**Submitted by: Pamela Dorazio Dean, Curator**

Due to the restrictions resulting from the COVID-19 virus and the safety precautions instituted by the administration of Lakewood Historical Society to protect staff and volunteers, the Society offices and archives has been closed and/or hours of operation shortened since March 2020. Also, the volunteer and internship program was temporarily suspended beginning then. Not having regular on-site access to the collections nor the assistance of volunteers and interns meant a significant delay in making progress towards the completion of the grant project which OHRAB funded.

I am happy to inform OHRAB that as of the writing of this report, we have finally made good progress with the project. All archival supplies were ordered and received; therefore all grant monies have been spent. Safety policies were developed and instituted, so one volunteer could be brought back in to work with the curator on the project. A total of 30 hours have been spent thus far. Lastly, the Lakewood Historical Society has been officially registered as an OhioLink EAD Repository.

Remaining work on the project includes completing the reboxing of the collection, labeling the containers, and formatting and uploading the finding aid to OhioLink. Even with the aforementioned delays, the project is on track, to be completed by January 31, 2021.

We have announced to our Board of Directors and put a mention in our Spring 2020 newsletter. When finished, we plan on posting it on our social media pages and publishing an article in our winter newsletter.