

Mr. Ron Davidson
Special Collections Librarian
Sandusky Library
114 W. Adams Street
Sandusky Ohio 44870

John J. Hanley Jr.
464 Kenilworth Road
Bay Village Ohio 44140
Dear Mr. Davidson:

On behalf of the Bay Village Historical Society, I would like to thank you for the opportunity provided by your organization's grant. As requested, this is the final report on our Early Settlers' Project.

Institution/Organization Name: Bay Village Historical Society

Project Title: Early Settlers' Papers

Project Director Name, Telephone Number and e-mail Address

John J. Hanley Jr. (440) 781-8921 jckhnl@gmail.com
Cathy Flament (440) 465-4710 cbflament@sbcglobal.net

Summary of Project Activities and Accomplishments:

The project entailed the review of records handed down from the early settlers of Dover, Ohio (Currently Bay Village / Westlake). We were then to enter a summary of the document into the PastPerfect system and scan the document. The next step was to extract summary data from PastPerfect and upload it to the Society's website, including a scan of the document. The project stated goal was to review and upload 600 documents. During the project we noted a gap of approximately 40 missing documents, we therefore reviewed and scanned documents 2000.FIC.001 thru 2000FIC.637 to account for the gap.

Titles, series titles, dates and cubic footage/images scanned, of records addressed by your project;

During the course of the project, the team reviewed 720 cubic inches (.4 cubic feet) of documents. A portion of the total was scanned due to spacial limitations. Should future iterations of the website allow, additional pages will be scanned as appropriate.

Copies of Catalogue Entries and other finding aides:

For the present, until the website is updated, one may access the document archive as follows:

- Access sthe Bay Village Historical Society Website Attachment #1
- Click on Bay Village History
- Click on Document Archive Attachment #2

This will provide a listing of documents, a brief summary and a thumbnail picture of the Document.

- Click on the selected document. This will provide a summary entitled document detail.
- Click on the document again and an expanded picture of page one will be shown.

The revised website should streamline the process. Attachment #3

Narrative of Self-Assessment about how the project met the objectives submitted in your application.

Although the 637 documents were summarized and entered into PastPerfect by the end date of the project, we have not completed the scans, nor have all the cases been uploaded to the internet as of this writing. We anticipate completion of the scans by February 5, 2021. The Society website is not capable of handling the size of the projected upload should all documents in the collection be included. We have therefore requested a revised website to include streamlined instructions on viewing the collection,

Project Impact:

The bottom line is that to date, the project has had very little impact. However we anticipate that once the unforeseen issues (website redesign) and anticipated publicity will stimulate interest.

Quotes from Local Press coverage and of articles cited.

We have only recently begun to publicize the project. Due to the partial data available and the website inadequacies, it was deemed imprudent to publicize our efforts until we could provide an adequate service. Articles have been submitted to the local media and the project will be discussed in the upcoming Historical Society Newsletter to be released shortly. Copies of these articles will be forwarded as a supplemental report.

Itemized List of Expenditures:

A copy of expenditures and paid receipts is hereto attached. The grant authorized expenditure of \$1131. Our expenses totaled \$1036.39. Attachments 4,5 and 6.

Again, thank you for this opportunity and for your support.

/s/

John J Hanley Jr.
Recording Secretary
Project Director

Attachments

John J. Hanley
464 Kenilworth Road
Bay Village, OH 44140

Mr. Fred Previts
State Archivist
Ohio History Connection
800 E. 17th Avenue
Columbus OH 43211

Dear Mr. Previts:

This in response to your email of February 19, 2021. I regret the delay, however I wanted to coordinate the response to ensure total accuracy.

We scanned 600 images for the project, as we were advised that our current website could not handle a larger load. Some of the early documents ran to more than 15 pages. We were therefore forced to scan only the first page. We have strongly recommended a complete website review to allow for scanning the entire document in the future.

Volunteers spent 256.5 hours on the project. We used the value provided by the non profit website **Independent Sector** of \$25.60 per hour for calculation of matching funds. As previously discussed, a late start, quarantines and a minimal number of volunteers, all due to the pandemic, reduced our projected costs to \$6,566.40, but still in excess of the granted funds.

Thank you again for this opportunity. Again, should there be any further questions, please do not hesitate to call me.

John J. Hanley
Project Director
Bay Village Historical Society
(440) 781-8921