



**MARLBORO TOWNSHIP
HISTORICAL SOCIETY**

January 31, 2022

Mr. Fred Previts
fprevits@ohiohistory.org
OHRAB Grant Program,
c/o the Ohio History Connection State Archives,
800 E. 17th Ave., Columbus, OH 43211

Dear Mr. Previts,

Attached please find the Marlboro Twp. Historical Society's Final Report for support received by OHRAB. Your gift was beneficial and useful, and has allowed our organization to expand its work and improve our processes.

We look forward to continuing to regularly and consistently digitize current and future archives.

Thank you for your generous gift!

Sincerely,

Jennifer Rice, Project Manager
Vondea Sheaffer, President
Marlboro Twp. Historical Society

Ohio Historical Records Advisory Board

Historical Records Grant

Marlboro Twp. Historical Society

2021 - Final Report

Project Title: Digitize documents and archive historic flag, clothing and textiles of the Marlboro Twp. Historical Society

Project Director: Jennifer Rice (330) 206-2664, jlmatheos1@gmail.com

Summary of Project Activities and Accomplishments:

With funding from the OHRAB, the Marlboro Twp. Historical Society (MTHS), using best practices in organizing and digitizing, digitized more than 100 photographs. Images included pre-1900 photos of local points of interest, and albums of photos featuring our township's founding families. Efforts also included digitizing donated photos featuring a number of our local churches.

The project did not go as smoothly as we had anticipated. Covid restrictions and concerns prevented board members from gathering as often as we had planned. Further, our Project Leader faced serious health issues and was severely limited in spending extended amounts of time on the project. However, despite these very rough patches, our organization was able to complete most of our goals.

While there is still work to be done, we organized and moved a great deal of our collection of photographs and documents and transferred most of it into proper archival storage sleeves and boxes. With the purchase of the new scanner, we were able to get it set up, and used it to digitize over 100 items. Metadata has been created for most of the images, and we plan to submit these files to the Ohio Memory Project by February, 2022.

While having collected documents and archives for decades, until now the organization has had no opportunity or process by which information could be made available to the broader public. Having our own scanner, and having now begun efforts to digitize, and ultimately share our large collection of images has created the necessary processes that now encourage ongoing archival efforts. Volunteers can now more easily assist in roughly organizing and documenting images, and can be more easily trained to scan and create necessary metadata.

Community interest in our local history continues to grow. Support from OHRAB has helped the MTHS find better ways to better share its archives, grow its presence, and improve its relevance in the community. We will continue to educate and improve awareness as we provide opportunities for the community to view items sorted from our collections. We will systematically add incoming artifacts as they are collected. Once these scanned items and their metadata are loaded into the Ohio Memory Project, our online collection and presence will be significantly improved. As MTHS grows, the organization will continue to develop and curate both our physical and online collection using best practices in archiving and cataloguing.

Current archives are housed in a private residence but will be moved to the historic home, the organization's future museum and offices, once renovation is complete. Further digitizing efforts will enable us to provide access and discovery to people outside of Marlboro Twp. The collection consists of

donated documents and items of clothing. It features letters, maps, photographs, written personal histories, church records, school yearbooks. The collection also includes children's clothing, women's undergarments, mourning gowns from the 1860's 70's, and a linen American flag (1861-1856) in excellent condition. The 4' x8' banner, with thirteen stripes and 35 hand-stitched stars, is documented to have flown over a Marlboro Twp. store of that same era. The archival supplies purchased with this grant enabled us to move a large portion of our paper items into proper storage. With the purchase of some additional archival storage boxes, some of our more fragile textiles have also been moved to archival storage.

Publicity and Crediting

While OHRAB was recognized on Facebook last summer for its generous gift, additional recognition will be shared in the Marlboro Twp. Historical Society's Spring 2022 newsletter. The acknowledgement will be part of an update to community members, explaining our progress and reminding them of the broader impact of our efforts through the Ohio Memory Project. Recognition will include the following credit: "Supported in part by an award from the Ohio Historical Records Advisory Board, through funding from the National Historical Publications and Records Commission (NHPRC), National Archives and Records Administration."

Project Expenses

Epson Perfection V850 Pro Scanner	\$1,149.00
Silicon Power 1TB Black Rugged Portable External Hard Drive Armor A60	\$45.99
Toshiba Canvio Advance Portable External Hard Drive	<u>\$99.99</u>
Tax	<u>\$1,294.98</u>
	<u>\$84.18</u>
Newspaper Archival Kit (Gaylord)	\$51.77
Various archival storage envelopes and materials (funded in part by OHRAB grant)	\$264.56
Total	\$1,695.49