

Interim Report
Ohio Archives Grant
August 30, 2022

Title: Reestablishing the Past Perfect Online Database for the Brethren Church Archives, Ashland, Ohio.

The Brethren Church Archives uses the museum software program Past Perfect to catalog and access their many collections. Prior to 2019 the online database was a shared project with the Ashland University Archives. Changes at the university led to a decision to no longer host items related to the history of the Brethren Church on the university's online database. It therefore became necessary for the Brethren Church Archives to establish its own Past Perfect account.

The following has been completed.

1. About 90% of the project has been completed.
2. The following items have been purchased, set up, and delivered:
Past Perfect Online software update: \$622.00
XPS desktop computer with printer and scanner: \$854.94
3. About 15 hours of staff and volunteer time has occurred.
4. The project will be completed prior to the December 31st date.
5. The Brethren Church Archives online database is live. However, there needs to be some minor computer coding completed by the Past Perfect Company prior to issuing a public notice about the new online database. That work will be completed in the coming week.

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