



Kinsman Free Public Library

Engage, Enrich, Enlighten

Phone: (330) 876-2461

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www.kinsmanlibrary.org

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Kinsman, Ohio 44428

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Kinsman Free Public Library Interim Report

Ohio Historical Advisory Board Regrant Project

Inventory, Storage, and Digitization of the Kinsman Historical Archival Collection

May-August 2023

Funding Amount: \$2,429

FEIN #: 34-6001580

UEI #: 159188259

Nicole Straub

Reference & Adult Services Librarian

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Project Summary:

Kinsman Free Public Library (KFPL) is an independent public library located in Kinsman Township serving the people of the Joseph Badger School District and neighboring areas. The mission of KFPL is to serve as the community's paramount source for connecting people to information, education and recreation. The Local History Room, located on the lower level of the library, helps to fulfill the library's mission by preserving, providing access to, and educating the community through curated objects and archival materials specifically pertaining to Kinsman and its people. KFPL is dedicated to providing programs and services designed to engage, enrich and enlighten.

The Kinsman Historical Collection of local history objects and archival materials is stored and displayed in the Local History Room and managed by KFPL staff. It includes original records concerning Kinsman schools, businesses, government, families, agriculture, and organizations. Formats include paper archives, photographs, film, glass plate negatives, objects, and textiles. The collection contains materials produced mainly in the 19th and 20th centuries. The Kinsman Historical Collection is the premier source of information on the area. Kinsman is a rural community that was home to a number of prominent figures such as criminal defense lawyer Clarence Darrow, Ernest Lyman Scott, an early contributor in the development of insulin, major league umpire William McKinley, in addition to notable founding members of the township. On a weekly basis the library receives reference requests pertaining to local history. By digitizing our collection we will be able to assist researchers from across the country.

After an initial sort we discovered the archival collection was home to a valuable wealth of local history journals, photos, and letters. These personal items hold great importance as they cannot be found anywhere else and help to spotlight life in rural Ohio. One such example is a

collection of letters written by a local family, the Parkers. From the War of 1812 to the end of the 19th century, their letters include descriptions of community events like typhoid outbreaks, the ill-fated Clinton Air Line railroad, the Gold Rush, as well as personal struggles with alcoholism, domestic abuse, and illness. The letters give an honest and unique account of life from 150 years ago and provide a lens to view nationally significant events as they were experienced in Kinsman. The letters will also be showcased in a book by a local author, who visited the Local History Room during the research process and helped staff identify the research value of these letters. KFPL hopes to have the letters digitized and in proper storage to meet the expected public interest in the materials.

Timeline of project:

April 2023 Before start of project, the [KFPL CatalogIt collection](#) will be linked to the KFPL site under the ["Find Information"](#) section.

May - June 2023 Complete large sort of the archival items and place the collection into archival storage boxes arranged by category.

June - September 2023 Begin inventory process of paper archives with focus on Parker Family Collection and begin digitization of the Parker letters onto CatalogIt.

September - December 2023 Continue inventory of remaining archival collection while beginning digitization of additional boxes.

January 2024 Public announcement of completed grant project and open house celebration inviting community members to view digital and physical collections in the Local History Room at KFPL.

At completion of this project in December 2023, the archives will be sorted and placed into labeled archival storage. 200 entries will be added to the KFPL CatalogIt digital collection. 50% of all paper archives will be inventoried and ready for digitization. This is in addition to the added result of more awareness for the collection.

Estimated Percentage Completed:

From the start of the grant period in May to the end of August we have added a total of 129 new CatalogIt entries. We are on track to reach our goal of 200 CatalogIt entries before December. The archival item sort has been completed. We will begin inventorying in September. We have completed the sort, distinguishing reference versus archival items into a total of 18 legal flip-top boxes. We feel comfortable saying we are at about 55% of the project goal.

Summary of Expenses:

Once we received the grant funding we placed an order with Gaylord Archival for archival boxes, folders, and processing supplies and an order with ULINE for a shelving unit. Most of the supplies have been delivered already, but we are waiting for a few items to arrive. The total cost for this first order was \$1,886.35. We will place another order for the remaining \$542.65 before the end of the grant period.

Staff & Volunteer Time:

Starting May 3, 2023 through August 16, 2023 there have been 108 hours of staff and volunteer time split between Nicole Straub, Reference & Adult Services Librarian, Angela Shaffer, Lead Library Aide, and Jessica Baloun, Americorps Member. Originally the local match was using the staff time of Straub and the volunteer time of Baloun, but the Director of KPPL recognized the importance of our project, and additionally assigned Shaffer to participate bimonthly as well. In addition, Trumbull County Historical Society has secured another Americorps Member to volunteer starting in September. This posting was not filled at the time of grant application and was not included in our time match. Because of the additional staff time from Shaffer and volunteer time from the new Americorps Member, our ending cash match will be even more substantial than originally planned.



Project Timeline:

The above timeline was submitted with the grant proposal. So far we have stayed on track. The CatalogIt information was added to the KFPL website. We completed the sort of archival items including sorting the items into labeled folders and boxes. During the sorting process we continued to digitize and add photographs to the CatalogIt database. We are now ready to begin inventorying the paper archival items. At this rate, we should be able to finish the project by the deadline of December 31, 2023.

Project Publicity:

We are so grateful for the coverage of this project so far. We have been covered in the local paper, shared through our county historical society, and even acknowledged on Facebook by the CatalogIt company we use to digitize our collection. The project is getting more publicity in association with the release of a new Kinsman local history book which is directly tied to items in our collection.

Tribune Chronicle Article:  **Tribune Article July 2.pdf**

Tribune Chronicle Online Article:

<https://www.tribtoday.com/news/local-news/2023/07/kinsman-library-earns-grant-to-digitize-historic-collection/>

Kinsman Library earns grant to digitize historic collection KINSMAN — The Kinsman Free Public Library will be awarded \$2,429 to inventory, rehouse and digitize the library's historical collection that includes records pertaining to local families, churches, schools and railroads. Nicole Straub, reference and adult services librarian, said the project is called "Inventory, Storage and Digitization of the Kinsman Historical Archival Collection." The library was a 2023 recipient of the award from the Ohio Historical Records Advisory Board and funded by the National Historical Publications and Records Commission, which is an arm of the National Archives and Records Administration, through state programming grants. Library officials said the Kinsman historical collection and archival materials are stored and displayed in the library's local history room. Kinsman is a rural northeastern Trumbull County community that was home to a number of prominent figures such as Clarence Darrow, a criminal defense lawyer, and Ernest Lyman Scott, an early contributor in the development of insulin. Straub said the collection includes original records concerning Kinsman schools, businesses, government, families, agriculture and organizations. Formats include paper archives, photographs, film, glass plate negatives objects and textiles. Straub said the collection contains materials produced mainly in the 18th and 20th centuries. She said for the past couple decades, the collection had been virtually untouched because of lack of staff time and resources. In 2021, the library was awarded a grant through the Trumbull County Historical Society to purchase initial archive equipment and subscription to CatalogIt services. She said CatalogIt is a searchable online database that allows the library to make the collection accessible to users across the country. Straub said over 12 months, the library staff and a member of the Ohio History Service Corps inventoried the majority of the photograph collection and uploaded more than 500 entries of photographs onto CatalogIt. She said after the completion of the initial TCHS grant in 2022, library staff continued working with an OHSC member to sort materials with the intent of providing archival storage for the entire

collection. Officials said with the assistance of the OHRAB grant, the library will be able to continue the momentum that has been established. Straub said the archival collection will be able to be digitized in order to preserve the materials and make them accessible for future generations. She expects the project to be completed in December. Officials said 200 entries will be added to the library CatalogIt digital collection and 50 percent of the paper archives will be inventoried and ready for digitization. To see the collection, visit hub.catalogit.app/4911.

KFPL Press Release:

Kinsman Free Public Library (KFPL) is a 2023 Regrant Recipient, from the Ohio Historical Records Advisory Board (OHRAB) and funded by the National Historical Publications and Records Commission (NHPRC), an arm of the National Archives and Records Administration (NARA) through their State Board Programming Grants. Our project, *Inventory, Storage and Digitization of the Kinsman Historical Archival Collection*, will be awarded \$2,429 in order to inventory, rehouse and digitize the collection, including the records pertaining to local families, churches, schools and railroads.

The Kinsman Historical Collection of local history objects and archival materials is stored and displayed in the Local History Room at KFPL. Kinsman is a rural community that was home to a number of prominent figures such as criminal defense lawyer Clarence Darrow, Ernest Lyman Scott, an early contributor in the development of insulin, major league umpire William McKinley, in addition to notable founding members of the township. The Kinsman Historical Collection includes original records concerning Kinsman schools, businesses, government, families, agriculture, and organizations. Formats include paper archives, photographs, film, glass plate negatives, objects, and textiles. The collection contains materials produced mainly in the 19th and 20th centuries.

For the past couple decades the collection has been virtually untouched due to lack of staff time and resources. With only a sparse and incomplete inventory to consult, we are basically starting from the very beginning when it comes to organization and accessioning. In 2021, KFPL was awarded a grant through the Trumbull County Historical Society (TCHS) to purchase initial archive equipment and subscription to CatalogIt services. CatalogIt is a searchable online database which allows us to make our collection accessible to users across the country. Over 12 months, KFPL staff and a member of Ohio History Service Corps (OHSC) successfully inventoried the majority of the photograph collection and uploaded over 500 entries of photographs onto CatlogIt. After completion of the initial TCHS grant in 2022, KFPL staff continued working with an OHSC member to sort materials with the intent of providing archival storage for the entire collection.

With the generous assistance of the OHRAB grant, KFPL will be able to continue the momentum we have established. We will be able to prepare materials for storage, inventory, properly store, and digitize the archival collection in order to preserve the materials and make them accessible for generations to come. At completion of this project in December 2023, the archives will be sorted and placed into labeled archival storage. 200 entries will be added to the KFPL CatalogIt digital collection. 50% of all

paper archives will be inventoried and ready for digitization. This is in addition to the added result of more awareness for the collection.

To receive more information about this project email reference@kinsmanlibrary.org.

Visit hub.catalogit.app/4911 to explore the collection.

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.

CatalogIt Social Media: <https://www.facebook.com/catalogit>

CatalogIt

Page · App page

info@catalogit.app

catalogit.app

Rating · 5.0 (8 Reviews)

Photos See all photos

Tribune Chronicle

TRIBTODAY.COM

Kinsman Library earns grant to digitize historic collection

KINSMAN — The Kinsman Free Public Library will be awarded \$2,429 to inventory, rehouse an...

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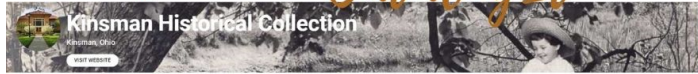
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CatalogIt July 21 ·

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Catalog It



The Kinsman Historical Collection of local history objects and archival materials is stored and displayed in the Local History Room at KFPL. KFPL is a 2023 Regrant Recipient, from the Ohio Historical Records Advisory Board. Our project, "Inventory, Storage and Digitization of the Kinsman Historical Archival Collection", was awarded \$2,429 in order to inventory, rehouse and digitize the collection onto CatalogIt. Access to the Historical Room is restricted during this process, thank you for your understanding. More entries are getting added to the database every month. Use the link below to check it out!


VISIT [HUB.CATALOGIT.APP/4911](https://hub.catalogit.app/4911)
TO EXPLORE THE COLLECTION

Meet the Author:

EMILY WEBSTER LOVE

Saturday, September 9 at 11:00 a.m.

Meet the local author of "The Parkers of Locust Hill: Connecticut Yankees on the Ohio Frontier", one of the founding families of Kinsman. Books will be available for purchase and signing. Registration requested.



Fall BOOK SALE

We will NOT be accepting any book donations for the sale.


Saturday, November 4
9 a.m. to 1:00 p.m.

Monday, November 6
9:00 a.m. to 5:00 p.m.

Tuesday, November 7 (books are half-price)
10:00 a.m. to 6:00 p.m.

Wednesday, November 8 (books are half-price)
9:00 a.m. to 5:00 p.m.

Thursday, November 9 (all books are free)
10:00 a.m. to 6:00 p.m.



CREATIVE STUDIOS

CREATIVE STUDIO:

Thursdays from 2:00 p.m. - 5:00 p.m.
by appointment only

Join Technology Trainer, Danielle Dean, in the studio to explore technology with new projects every month. (330) 876-2461 x 2751 or 2758

- **September's Project:** Resin Bookmarks
- **October's Project:** Vinyl Shirt decals
- **November's Project:** Glass Etching
- **December's Project:** Glass Etching

TECHNOLOGY EDUCATION

TECHNOLOGY HELP SESSIONS:

Tuesdays from 2:00 p.m. - 5:00 p.m.
by appointment only

Need assistance with your smartphone, tablet, or laptop? Don't worry, we've got you covered! Schedule an appointment with our Technology Educator today! (330) 876-2461 x 2751 or 2758

GAMING PROGRAMS

Registration is required.

MARIO KART FREE PLAY:

Date: Tuesday, October 3
Time: 4:00 p.m. to 5:30 p.m.
Target Ages: 8 to 14

Rev up your engines to play a few friendly games of Mario Kart, enjoy a snack and a related craft! This is not a tournament; all players will receive a small prize.

MARIO KART TOURNAMENT:

Date: Thursday, November 2
Time: 4:00 p.m. to 5:30 p.m.
Target Ages: 8 to 14

Join us for a friendly Mario Kart Tournament on the Nintendo Switch. Who will be crowned Mario Kart Champion? Prizes, snacks, and fun all together! All skill levels are welcome and encouraged to participate.

LIBRARY HOURS

Monday, Wednesday & Friday
9:00 a.m. to 5:00 p.m.

Tuesday & Thursday
10:00 a.m. to 6:00 p.m.

Saturday
9:00 a.m. to 1:00 p.m.

Sunday: CLOSED



REACH US

6420 Church Street
Kinsman, OH 44428
www.kinsmanlibrary.org

LIBRARY DIRECTORY

(330) 876-2461

Director, Cheryl Slater x 2753
Circulation Desk x 2751
Reference Desk x 2752
Children's Room x 2756
Media & Teen Dept. x 2755
Technology Trainer x 2758

HOLIDAY CLOSINGS

Labor Day:
Monday, September 4

Columbus Day:
Monday, October 9

Thanksgiving:
Thursday, November 23
Friday, November 24
Saturday, November 25

Christmas:
Saturday, December 23
Monday, December 25
Tuesday, December 26

New Year:
Saturday, December 30



Accomplishments



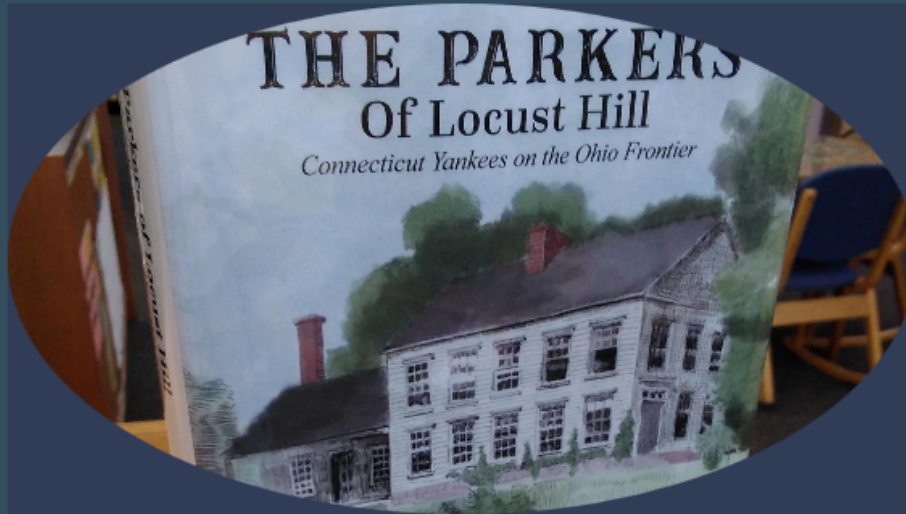
Kinsman Free Public Library

History Room Awarded Grant Funding

Kinsman Free Public Library (KFPL) is a 2023 Regrant Recipient, from the Ohio Historical Records Advisory Board (OHRAB) and funded by the National Historical Publications and Records Commission (NHPRC), an arm of the National Archives and Records Administration (NARA) through their State Board Programming Grants. Our project, Inventory, Storage and Digitization of the Kinsman Historical Archival Collection, will be awarded \$2,429 in order to inventory, rehouse and digitize the collection, including the records pertaining to local families, churches, schools and railroads.

Read more about the project through the link <https://tinyurl.com/j5ndky3>

Accomplishments



Kinsman Free Public Library

Book Published on Parker Letters

A brand new local history book "The Parkers of Locust Hill: Connecticut Yankees on the Ohio Frontier" is now available! Arriving in 1816, the patriarch Deacon Lovel Parker moved his family to join other hard-working settlers in the process of carving a town out of the wilderness.

Author Emily Webster Love utilized letters found in the KFPL History Room to make this book happen.

Copies will be available for purchase at Peter Allen Inn & Event Center in Kinsman!

Read more about the project through the link <https://tinyurl.com/wcmtaa34>