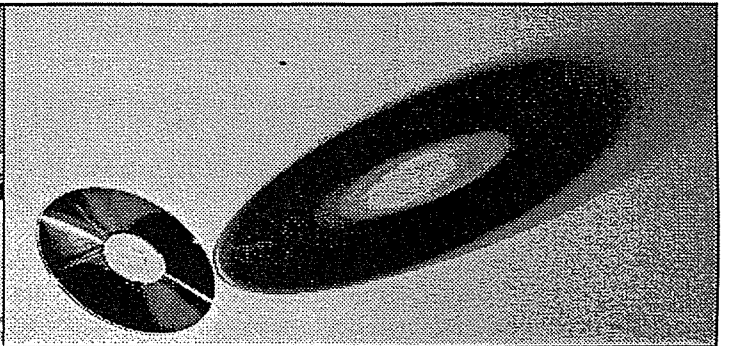
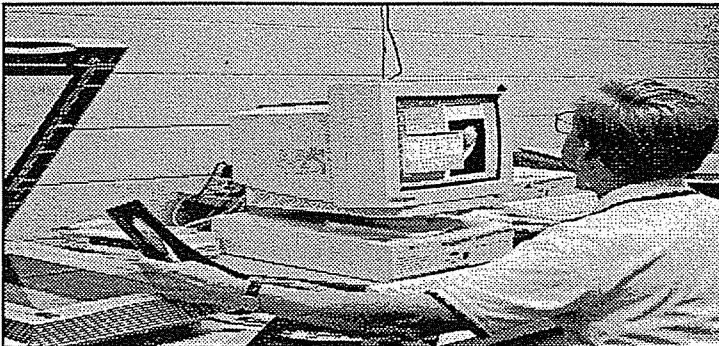


for the Record

Devoted to Kentucky's State Archives and the Historical Record

Spring 2001

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INSIDE	Newly Available at the State Archives	Summer Archives Institute Registration Information Inside!	How You Can Help!
<i>Electronic Records, 21st Century Archival Services Focus of Consultant's Report</i>			



Expanded digital scanning and microfilming of paper records is one way KDLA will manage its expanding State Archives collections, making them more accessible to researchers and ensuring their long term preservation. As the other two parts of a three-pronged strategy, KDLA will also seek to expand its capacity to manage paper records and to lay the foundation for a State Digital Archives. The State Archives is an Enterprise-wide resource. It serves every Executive Branch agency, the Legislative and Judicial Branches and courts in every county in the state, and counties, cities, school districts, and other agencies of local government across the Commonwealth.

Report calls for major commitment to manage, preserve state's electronic records

Kentucky state government needs to make a major commitment to managing and preserving its electronic records, according to the findings of Dr. Gregory Hunter, consultant to the Kentucky Department for Libraries and Archives (KDLA). Hunter's findings were included in a background study for KDLA that is part of its archival facility expansion feasibility project.

In his report, Hunter notes that the Commonwealth and its citizens will have an ongoing need for public records to protect the rights of citizens, document government activities, provide accountability, operate efficiently, reestablish business processes following a disaster, and manage risks. The revolution in digital information technology

presents the state with major opportunities and major challenges, to ensure future access to such information.

As more and more government records are in digital form, new strategies and procedures are required for their effective management. The Commonwealth is at a critical juncture in government service delivery, due to

- the impact of EMPOWER Kentucky in improving government services;
- the state's newly reorganized information technology infrastructure, comprised of the Governor's Office for Technol-

According to Hunter, Kentucky has a limited window of opportunity for dealing with archival and records management concerns when designing electronic information systems.

ogy (GOT), a strong Chief Information Officer, and a framework for the development and enforcement of policies and procedures; and

- the state's recently enacted electronic signature legislation that will lead to a dramatic increase in the creation and use of electronic records in the next few years.

According to Hunter, Kentucky has a limited window of opportunity for dealing with archival and records management concerns when designing electronic information systems. Once new systems and processes are in place, they are much more difficult

Cont'd. on p.4

Archives Institute Plans Under Way

The 17th annual Kentucky Archives Institute, jointly sponsored by the Friends of Kentucky Public Archives, Inc., and the Kentucky Department for Libraries and Archives (KDLA), will be held at the department's main building in Frankfort on July 13th. The popular program will include sessions on Kentucky state, local and judicial records; research with military records; Kentucky Records at the Atlanta Branch of the National Archives; and an introduction to genealogical sources at the Filson Club. Lunch will be provided, with ample time available to visit the Archives Research Room for poster sessions.

Look forward to an enjoyable learning experience and plan to be with us! Please complete and return the enclosed registration form soon, as seating will be limited.

Register Now!
Space limited to 50
Participants

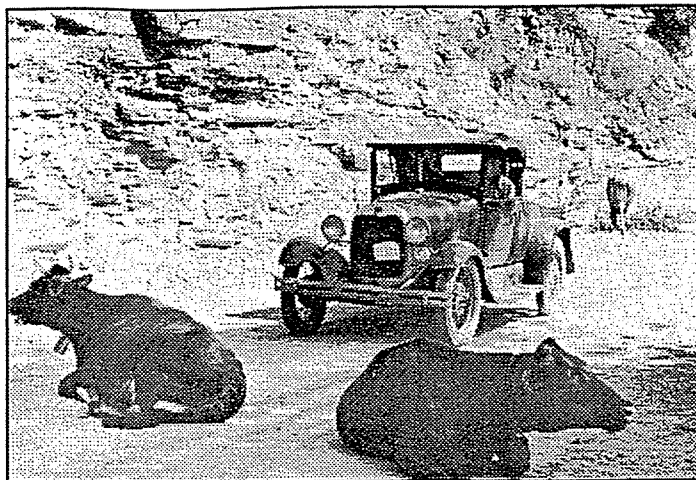
Archives Research Room Hours and Closings for 2001

KDLA's Archives Research Room is located at 300 Coffee Tree Road, off State Highway 676 in Frankfort. The Archives Research Room is open to the public from 8 a.m. until 4 p.m., Tuesday through Saturday. It is closed on Sundays and Mondays, on Saturdays preceding Monday holidays or following Friday holidays, and on official state holidays.

Ample free parking is provided outside the KDLA building.

Special closings, May through July 2001 – Please mark your calendars!

- May 26th (Saturday), for the Memorial Day weekend
- July 4th (Wednesday), for Independence Day
- July 13th (Friday), for the annual Kentucky Archives Institute



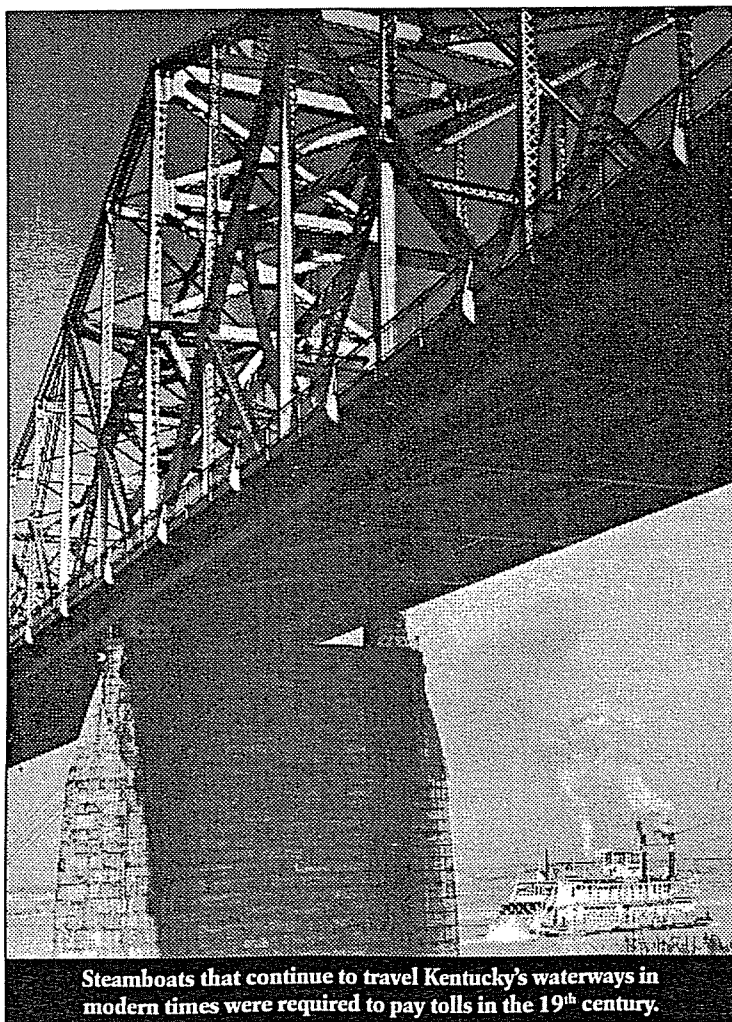
Driving hazards on Kentucky mountain roads, 1940
(Photographs on this page are from the State Archives holdings of the Public Records Division, Kentucky Department for Libraries and Archives.)

Newly Available at the State Archives

Two series of records related to the history of transportation in Kentucky have recently become available at the State Archives.

Steamboats first began plying the waterways of Kentucky in the early 1810's. At first they were restricted to the Ohio River and the lowest reaches of its tributaries, but soon the design and construction of shallow-draft vessels allowed steamboats to reach well into the state's interior. In periods of high water, and later with the introduction of a series of locks and dams, steamboats could navigate the Kentucky River up to the forks and beyond. The vessels were charged a fee by

the state for using the river, and the four volumes of "Reports of Tolls Collected on the Kentucky River" records these transactions. These books were maintained by the Auditor's Office and cover the heyday of the era of steamboat traffic (1847-1868). Entries include the names of the boats and masters and amount of tolls charged for passengers, livestock, farm produce and other materials. For example, on April 5, 1850, the "Blue Wing," under the command of Captain Shockley, paid a total of \$228.41 in tolls for a cargo that included tobacco, salt, utensils and livestock, as well as passengers.



Steamboats that continue to travel Kentucky's waterways in modern times were required to pay tolls in the 19th century.

For The Record,

Vol. 2, No. 3

A publication of the
Friends of Kentucky Public
Archives, Inc.

P.O. Box 4224

Frankfort, KY 40604

A much more personal mode of transportation made its appearance in Kentucky in the early 1900's. The automobile revolutionized the way Kentuckians could get from one place to another. The Secretary of State's Office maintained a series of "Automobile Registration Books," which are available for the years 1910-1920. These books generally include the name and town of residence of the owner of the vehicle, the registration number and license fee, and the "name of the machine" and its horsepower. The 1910 volume contains entries for 40-horsepower "Overlands," 30-horsepower "Locomobiles" and "Packards," as well as 20-horsepower "Fords" and 10-horsepower "Maxwells" and "Stanley Steamers." Many other makes, some still in existence (Cadillac, Buick), and others long forgotten (Hupmobile, Waverly Electric), are also listed. Registration fees were generally in the \$5 - \$10 range.

Both the "Tolls Collected on the Kentucky River" and the "Automobile Registration Books" provide interesting and unique perspectives on the history of transportation in Kentucky.

Registration for the Kentucky Archives Institute

REGISTER NOW

Mail registration form with payment to

Friends of Kentucky Public Archives Inc.
Kentucky Archives Institute
P.O. Box 4224
Frankfort, KY 40604

Registration fees: \$40 fee covers the cost of all Institute materials and lunch.

\$45 fee covers Institute materials, lunch and Friends membership for July-Dec., 2001.

Check here to reserve a vegetarian lunch. _____

Make checks payable to Friends of Kentucky Public Archives, Inc. (Fees are non-refundable)

Name(s): _____

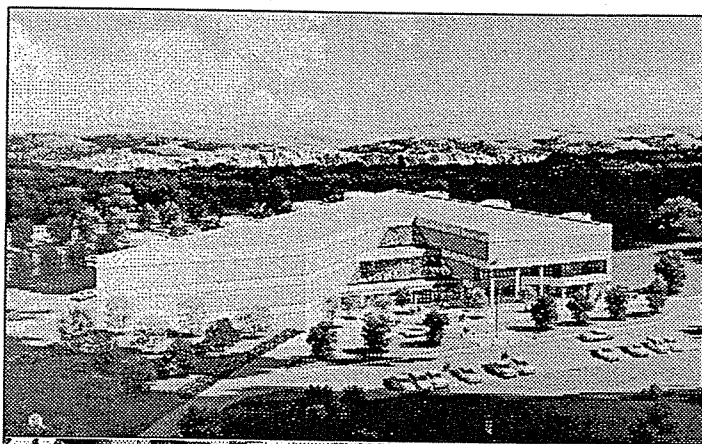
Address: _____

Phone: _____

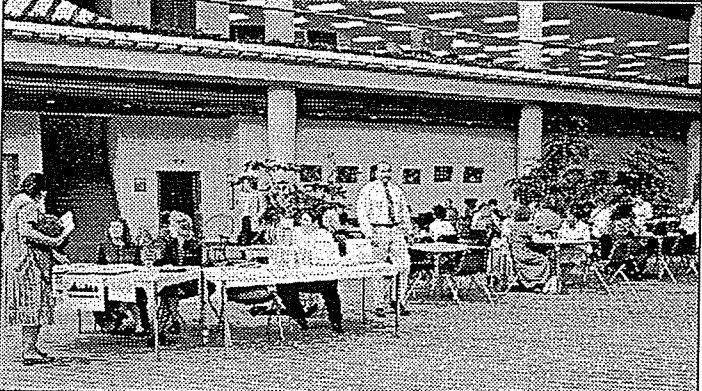
I would like more information about the Friends. _____

Please submit your registration by July 6. Space is limited to 50 attendees.

REGISTER NOW



Top photo: Kentucky Department for Libraries and Archives in Frankfort provides many valuable resources and will be the site for the July 13th Kentucky Archives Institute.



Middle & bottom photos: Participants from past Archives Institutes enjoy lunch and many activities.

Annual Archives Institute

July 13, 2001

8:30 – 3:00

Registration

Program Agenda

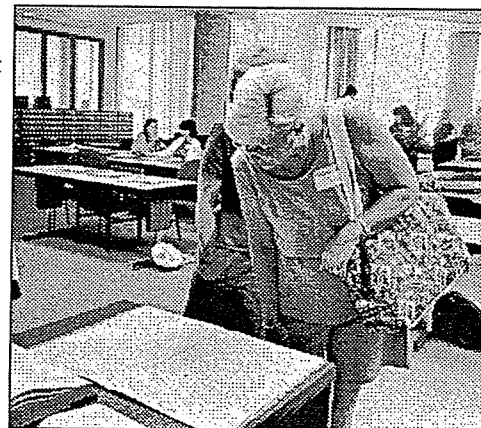
Kentucky's State and Judicial Records
(Jim Prichard)

Kentucky's Local Records
(Jim Cundy)

Kentucky Military Records: the Military
Records
and Research Library
(Brandon Slone)

Kentucky Records at the Atlanta Branch of
the
National Archives
(Richard Rayburn)

Genealogical Sources at the Filson Club
(Nettie Oliver)



and expensive to redesign. The Commonwealth needs trustworthy recordkeeping systems, with the information they contain linked to transactions they document. The reengineering of numerous business processes and the widespread application of new information technologies create the need to define electronic recordkeeping requirements to permit streamlined service delivery as well as to define new methods of capturing and keeping records for appropriate periods of time.

The consultant believes that over the next 10 to 20 years, KDLA will need to focus on three interrelated activities: creating a State Digital Archives, establishing a record format conversion service, and expanding storage for archival records on paper. Hunter estimates there is at least a 25-year backlog of pa-

per records in agencies destined to come to the state archives. The Commonwealth needs a vision for electronic records management, a commitment to create and keep electronic records that facilitate the conduct of state business and document agency transactions.

...over the next 10 to 20 years, KDLA will need to focus on three interrelated activities: creating a State Digital Archives, establishing a record format conversion service, and expanding storage for archival records on paper.

Hunter identified several components as necessary for the

Commonwealth to realize this vision. These included recordkeeping standards and policy, metadata standards, education and training of state and local government officials, compliance, appraisal strategies for electronic records, acquisition strategies of new archival electronic records, the availability of archival electronic records, and training for KDLA's staff.

To move this agenda forward, Hunter has suggested a phased approach over a three-year period, with a number of specific action steps, as the most practical way for KDLA to make incremental progress toward achieving the ultimate vision or goal while respecting budgetary and other concerns. KDLA staff, in cooperation with GOT personnel, is now proceeding with the next steps in this planning process.

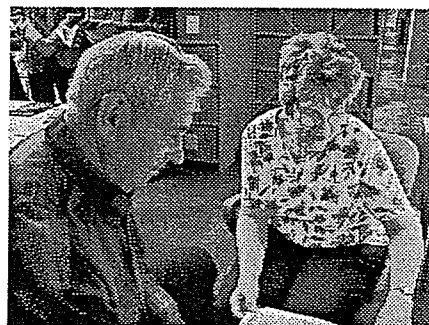
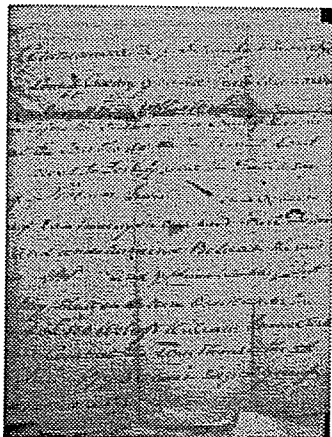
New Tool for Archivists

Encoded Archival Description (EAD) is the latest tool for archivists seeking to promote greater use of their materials. EAD is simply a system of tagging, or marking, each piece of information within an archival finding aid so that it can be effectively searched online. Unlike previous cataloging standards, EAD was specifically designed to handle the lengthy and often complex structure of archival finding aids. EAD finding aids are also ideal for the Internet and can be linked to existing catalog records and to scanned images of the actual documents being described. These qualities, along with its great flexibility, have helped EAD quickly become an international archival standard.

The Kentucky State Archives, in cooperation with the Kentuckiana Finding Aids Project of the Kentucky Virtual Library, has already used EAD to create online finding aids for much its holdings of Kentucky governors' papers. The results of this project can be found at <http://www.kyvl.org/kentuckiana/digilibcoll/findaidscoll.shtml>. The State Archives hopes to also use EAD to begin providing item level descriptions for some of its more heavily used collections. The microfilm listings for these collections would be marked up in EAD and then linked to the MARC record already in the *Catalog of Kentucky State Archives Holdings*. At some point in the future, we may also be able to provide digital copies of the documents.



Lisa Thompson and Erica McClung recently completed internships in the Public Records Division of KDLA. They are both graduate students in the Library Science program at the University of Kentucky. Erica received the Thomas D. Clark Internship in Archival Administration, funded through the Clark Endowment Fund of the Friends. She worked with the State Publications program. Lisa's internship was funded by the Library Services and Technology Act. She worked with the Kentucky Guide program and cataloged archival records. In addition, Lisa and Erica both provided valuable assistance to patrons in the Research Room. We appreciate their many contributions during the past year and wish them both good luck in their future career choices.



Volunteers Clarence and Mary Jane are providing a valuable service to the State Archives, microfilming original circuit court case files from some of Kentucky's oldest counties. At left is an example of the kind of records they are filming.

Looking for a record?

Visit KDLA's Public Catalogues!

On the web at

<http://www.kdla.net/cuadra/welcome.htm>

How You Can *Still* Help!

The Archives Research Room at the State Archives always has equipment or supplemental resource needs for which state funds are not available, and private donations have long played an important role in permitting the State Archives to fill these important gaps. Many donors like to know exactly how their contribution will help, and in response to such requests, we're glad to make this updated list below available. Won't you be a Friend and contribute funds toward the purchase of one or more items? Gifts to the Friends are tax deductible. Please direct your support to the address on the Friends' membership form, below. Thanks for your help!

The Kentucky State Archives is also in the process of rebinding many of the early statehood legislative documents and state publications. These include the Acts and Journals of the Kentucky House and Senate. The average cost to rebind one volume using acid free materials is \$50. Donations of any amount toward this project would be much appreciated. Contributions should be made to the Friends and designated for "Book Rebinding." Thanks for helping!

The Friends of Kentucky Public Archives, Inc., is a not for profit membership organization of private citizens concerned with helping the Public Records Division of Kentucky's Department for Libraries and Archives fulfill its role as a vital information link between people and government. The Friends' organization supports the management, preservation, and use of Kentucky's historic public records and serves as an advocate for the Kentucky State Archives, which the division manages. For further information, contact the Friends at P.O. Box 4224, Frankfort, KY 40604.

Become a Friends' Life Member!

Won't you consider a Life Membership? Proceeds from Friends' Life Membership dues provide special support to the archival internship program funded through the Thomas D. Clark Endowment Fund. The fee, \$250 for a life membership, can be paid as a single payment or through five payments of \$50 each, over a two-year period. This program welcomes your support. For further information, please use the membership renewal form in the newsletter and contact the Friends through the listed address. Thanks for your help!

Yes, I would like to renew my membership in / become a member of the Friends of Kentucky Public Archives, Inc.

My check for _____ made payable to the Friends of Kentucky Public Archives, Inc., is enclosed. Membership benefits include a quarterly newsletter, a membership pin, and invitations to workshops, special events, the Kentucky Archives Institute, the Public Archives Symposium, and the annual meeting. Gifts to the Friends beyond the basic membership are tax deductible.

Name: _____

Address: _____ City: _____

State: _____ Zip: _____ Telephone: _____ E-Mail Address: _____

Membership levels: _____ \$15 Individual / Family _____ \$25 Libraries, Genealogical and Historical Societies _____ \$250 Life

_____ \$50 Sustaining _____ \$1,000 Corporate

Please clip and mail to Friends of Kentucky Public Archives, Inc., P.O. Box 4224, Frankfort, Kentucky 40604 • We appreciate your support.

Suggestions for your support:

Microfilm

Freedmen's Bureau Records for Kentucky. Records of the Office of the Comptroller of Currency: Registers of Signatures of Depositions in Branches (Lexington & Louisville) of the Freedmen's Savings & Trust Banks. 1 roll, \$34.00.

Freedmen's Bureau Records for Kentucky American Freedmen's Inquiry Commission. 3 rolls, \$102

CD ROMs

Early Kentucky Settlers, 1700s -1800s. \$19.99

Kentucky Genealogies #1, 1700s -1800s. \$9.99

Books

1890 Kentucky Veterans Census Index. \$33.00

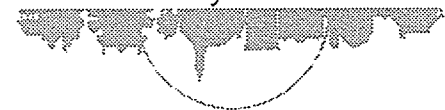
Compendium of the Confederate Armies: Kentucky, Maryland, Missouri, by Stewart Sifakis \$27.50

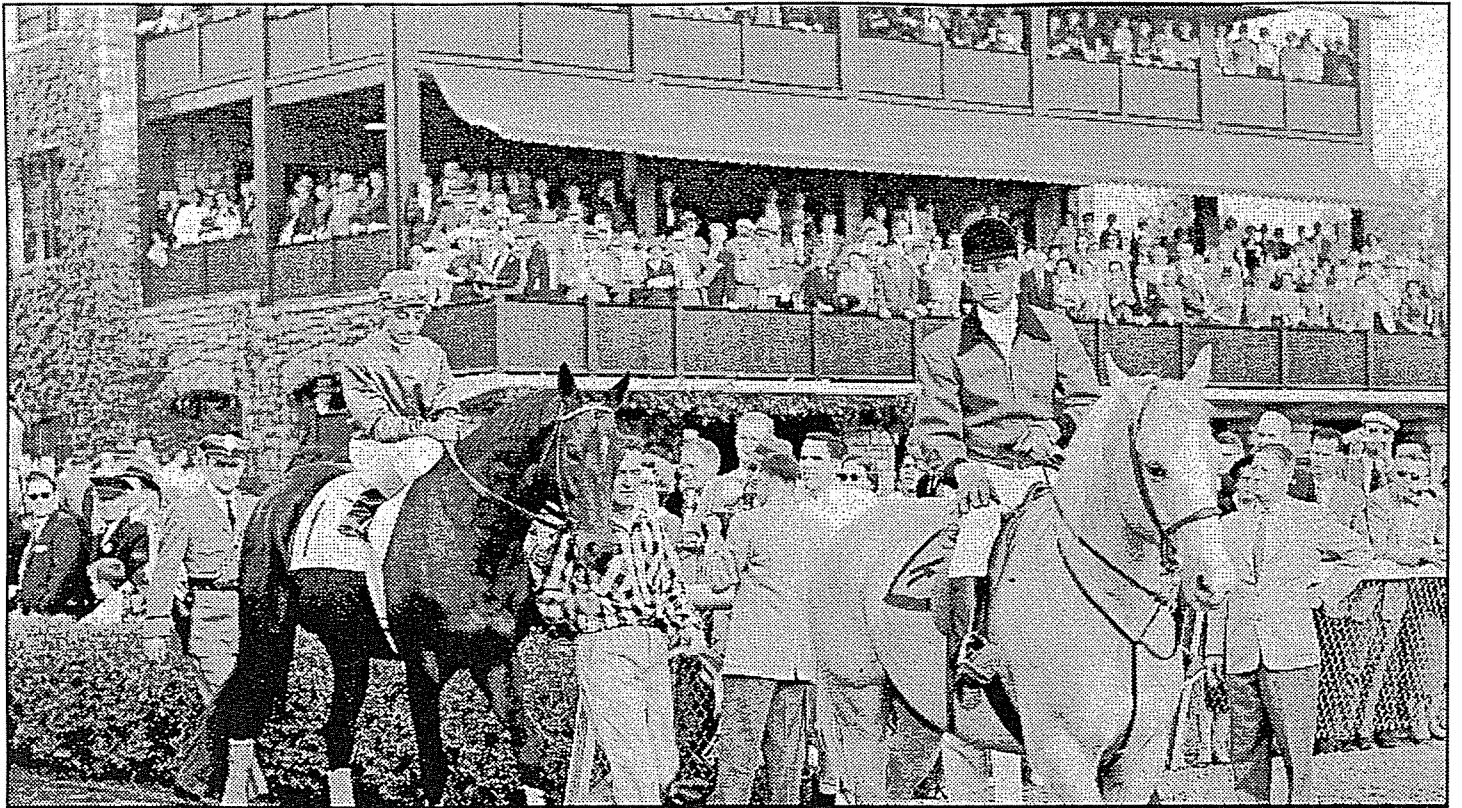
Early Louisville, Kentucky Newspaper Abstracts 1806-1828, Crowder. \$28.00

A Students Guide to Native American Genealogy. Kavach. \$24.95



Friends of Kentucky Public Archives, Inc.





"Nashua Day" at Keeneland, 1957

The Keeneland Race Course, located just west of Lexington in the heart of the Bluegrass region, opened for thoroughbred racing in 1936. Longtime favorite Nashua, with jockey Eddie Arcaro, walks to the Keeneland Race Course infield for a ceremony during his final public appearance in 1957, before his syndication through Spendthrift Farm. *(This photograph is from the Department of Public Information collection, in the State Archives holdings of the Public Records Division, Department for Libraries and Archives.)*

Friends of Kentucky Public Archives, Inc.
P. O. Box 4224
Frankfort, Kentucky 40604