

for the Record

Devoted to Kentucky's State Archives and the Historical Record

Summer 2001

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Archives Building Expansion Needed To Meet State, Local Agencies' Service Demands

Consultants' studies support construction decision, advance Enterprise electronic records program

To meet mounting demands from state and local government agencies for a range of archival services and records storage, the Kentucky Department for Libraries and Archives (KDLA) is requesting funding for a 56,000 square foot addition to Kentucky's State Archives during the 2002 session of the General Assembly. The addition would be located to the west of KDLA's Coffee Tree Road building, where records storage is now at capacity.

The project provides necessary space for centralized imaging services and micrographics operations to permit expanded conversion of paper records to digital form, and enlarges KDLA's ability to manage, preserve, and make accessible state and local archival records in all media. Two consultants' studies provided analysis and have informed this decision.

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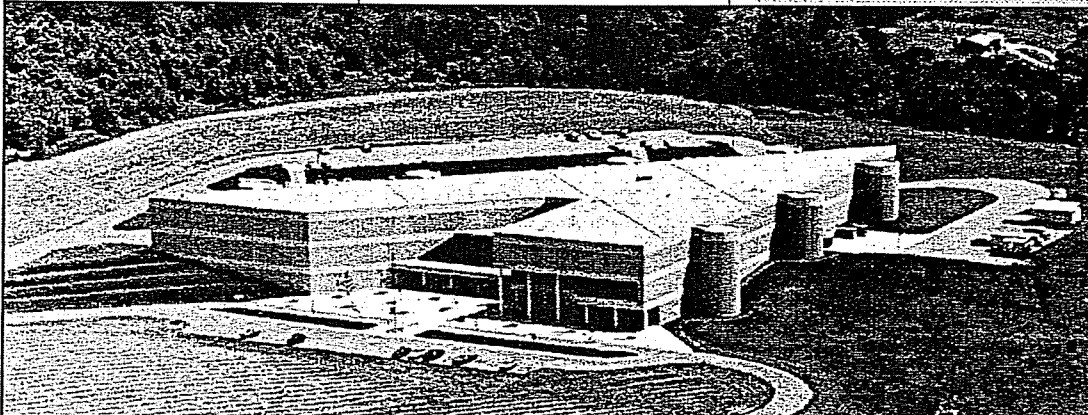
Crowd Enjoys Archives Institute

Opportunities for historical and genealogical research were showcased on July 13th at the 17th annual Kentucky Archives Institute. The institute offered participants a chance to increase their ability to effectively use Kentucky's public records. A capacity crowd at KDLA's Activity Room enjoyed a full day of speakers and a delicious lunch. This event is jointly sponsored by the Friends of Kentucky Public Archives, Inc., and the Kentucky Department for Libraries and Archives (KDLA). The program included sessions on Kentucky state, local and judicial records; research with military records; Kentucky records at the Atlanta Branch of the National

"...state and local government agencies across the state are depending on the Department for Libraries and Archives having the means to preserve their records and to make them available to researchers and government officials."

Archives; and genealogical sources at the Filson Club. Featured speakers included Charles Reeves from the National Archives and Records Administration, Southeast Region, Nettie Oliver from the Filson Historical Society, Brandon Slone from the Kentucky Military Records and Research Library, and Jim Prichard and Jim Cundy from KDLA.

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The projected addition would be located in the open area to the west (right, in photo) of KDLA's Coffee Tree Road building, in Frankfort, where records storage is now at capacity.

*Mark your calendar!
November 16, 2001
Public Archives
Symposium and
Friends Annual Meeting
Shaker Village at
Pleasant Hill
Watch for Details!*

Archives Research Room Hours and Closings

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, August through November 2001 - Please mark your calendars!

- September 1st (Saturday), for the Labor Day weekend
- October 4th (Thursday), for Staff Development Day
- November 10th (Saturday) for Veterans Day
- November 16th (Friday at Noon) for Annual Archives Symposium
- November 17th (Saturday) Annual Kentucky Book Fair
- November 22nd, 23rd, and 24th (Thursday, Friday, and Saturday) for Thanksgiving



Many Thanks to the Kentucky Genealogical Society

The Summer Institute was again the scene of a pleasant surprise. Al Alfaro, on behalf of the Kentucky Genealogical Society, presented the Friends with a check for several much-needed items. The donation will be used to purchase four rolls of microfilm containing *Freedmen's Bureau Records for Kentucky*, and two CD ROMs titled *Early Kentucky Settlers, 1700s - 1800s* and *Kentucky Genealogies #1, 1700s - 1800s*.

The following books will also be purchased: 1890 Kentucky Veterans Census Index; Compendium of the confederate Armies: Kentucky, Maryland, Missouri; Early Louisville, Kentucky Newspaper Abstracts 1806-1828' and A Students Guide to Native American Genealogy. This donation is greatly appreciated and the materials purchased will benefit the many researchers who visit KDLA.

For The Record,

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P.O. Box 4224

Frankfort, KY 40604

Newly Available at the State Archives

Christian County is the second largest county in Kentucky, and one of the earliest to be created in the western part of the state. Public Records Division staff recently completed processing the early **Christian County Circuit Court case files**. These records have been flattened and filed in acid-free folders, and assigned case numbers. The collection previously had no index, so a new index has been created and is available and searchable in electronic form. This new accession covers the years 1802-1850.

An Act of the General Assembly in November 1795 opened up to settlement "vacant lands South of the Green River," which had previously been reserved for military land warrants. The record of payment for these lands was to be maintained by the Auditor. The **Green River Settlers Payment Books** list the names of the land-owners, the county in which the property was located, the number of acres and the amount paid into the Treasury. These volumes (1796-1814) can be an important asset to the researcher interested in the settlement of the southern region of Kentucky.

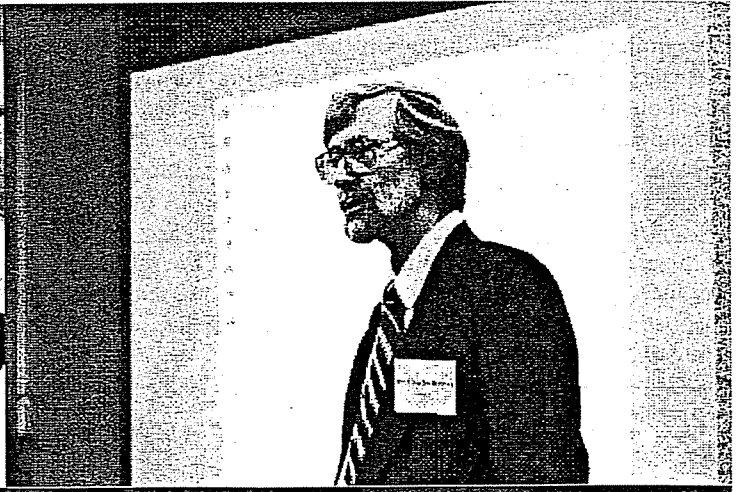
During the administration of Governor Proctor Knott (1883-1887), the legislature appropriated funds for new construction as well as repairs to existing structures at the state lunatic asylums. A Board of Commissioners was appointed to oversee these improvements. A newly accessioned **Minute Book** documents some of the actions taken by this Board. For example, the entry dated August 27, 1886 lists various contractors engaged in raising a new building at the **Eastern State Asylum** in Lexington, and the amount of money approved by the Board for their services. The companies listed provided millwork, hardware, lumber, steam fittings, ironwork, and painting and plastering. Although it is only twenty pages long and covers less than a year (June 1886-May 1887), this **Minute Book** contains a great deal of unique and interesting information concerning the construction projects at the asylums.

New Genealogical Consultant

The Kentucky Department for Libraries and Archives recently hired a genealogical consultant to work in the Archives Research Room. Lisa Thompson, a 2001 graduate of the University of Kentucky School of Library and Information Science, may be familiar to many of our readers, since she worked as an intern at KDLA while in graduate school. Prior to receiving her library degree, Lisa worked as a teacher and as a curator at the Woodford County Historical Society. In her new position, Lisa will work on making our Research Room easier and more user-friendly for genealogists by creating web pages, finding aids, publications, and bibliographies. She will also work with customers in the Archives Research Room and coordinate the division's public outreach programming for genealogists. We are very excited about the enhanced services we will be able to offer through this position, and Lisa looks forward to meeting you.



Lisa Thompson


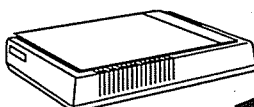
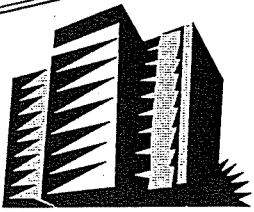


Participants had an enjoyable time exchanging information with each other and pursuing particular interests with speakers. Special thanks to all our speakers for a great day!



In its 2000 session, the General Assembly appropriated funds for two projects at KDLA to support the planning for future archival management programs for the Commonwealth. KDLA used funds from one of these, the **Archival Storage Feasibility study**, to hire a consultant, Dr. Greg Hunter. Dr. Hunter met with over 150 people, in over 40 meetings and focus groups, over several months, gathering data. Dr. Hunter's recommendations to KDLA in his report, *Enterprise Electronic Records Program: Assessment and Report*, included a three element approach which recognizes that the full transition to digital government will take place over time and that a substantial backlog of paper records is already in the pipeline, destined for the State Archives.


Enterprise Archival Strategies

- Digital Archives 
- Format Conversion 
- Expanded Archival Capacity 

The three elements are:

- **creation of a digital archives**, with KDLA continuing as responsible for legal and physical custody, though possibly partnering with another government agency in the management of physical custody;
- **establishment of a digital format conversion service**, the Document Management Digitization System (DMDS), that would convert paper to digital image, microfilm to digital image, and digital image to microfilm; and
- **expansion of the KDLA's space for the storage of archival records on paper.**

Expansion of Paper Storage

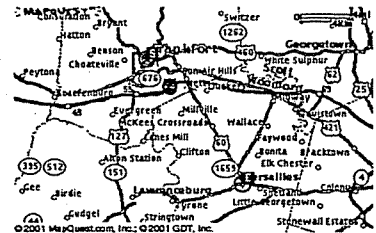
- Unless the Commonwealth commits massive funds to the reformatting of paper, there will need to be an increase in storage space for archival records on paper 

KDLA is using funds from its other planning project, Document Management Digitization System (DMDS), to move ahead with planning and development of the second of the three elements, the digital format conversion service. KDLA expects it to be operational in its initial form by the end of this fiscal year.

At Dr. Hunter's suggestion, KDLA hired a consulting structural-civil engineering firm to closely assess the building's ability to handle the installation of compact shelving, as a way to gain additional storage. Upon reviewing options studied by the consultant, which included both retrofitting the existing building and new construction, KDLA with the help of the State Archives and Records Commission, concluded that a building addition offered the best means of meeting the records services needs of state and local government agencies.

KDLA's expansion request allows it to move quickly to realize the objectives of the second and third parts of the three element approach, while simultaneously advancing the discussion of the future form of a state digital archives. It requests support for an expansion of the Libraries and Archives building, to permit full deployment of the digital format conversion service, more robust customer access support services, dense arrangement of compact shelving for maximum storage of archival records in limited square feet, and expanded KDLA training of agency personnel in effective electronic records management practices. Total archival storage capacity is now approximately 90,290 cubic feet of original records; with the new construction, it will be in excess of 127,000 cubic feet.

17 Miles

- If the records storage boxes in the State Archives were placed end to end, they would stretch for almost 17 miles, the distance from Frankfort to Versailles. 

State Archivist Richard Belding has noted that "we deal with public records every day, while scarcely thinking about them until we need them. And when we do need them, we hardly think about anything else. Public records support all our work, they enable us to serve our customers, and they show how we served them. They document our obligations, protect the rights and entitlements of citizens of every age and background, from across the Commonwealth, and tell our history. Their name says it all: record. When human memory fails, the record remembers, and we depend on its being there. And state and local government agencies across the state are depending on the Department for Libraries and Archives having the means to preserve their records and to make them available to researchers and government officials."

Archives Volume Continues To Grow

At the end of the Fiscal Year 2000-2001, the Kentucky State Archives contained 88,197 cubic feet of records of enduring value, dating from 1780 to the present, and equal to more than 220 million pages of information. As long as Kentucky government agencies continue to provide services to citizens, a record of their activity will comprise a portion of the State Archives

Enhancing Research at the State Archives – Opportunities for All!

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 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 Archives Research Room is in need of a new microfilm reader printer. The chosen microfilm reader-printer is a Minolta MS 7000 Digital Reader Printer, available for \$19,167. The reader-printers in the Archives Research Room are very heavily used pieces of equipment, enabling customers to make paper copies of microfilmed records. Two of our current reader printers are close to the end of their life, as replacement parts for them are no longer available. When these machines stop working, the Research Room will have only six reader-printers remaining. To continue to provide copying services for microfilmed records, the new reader-printer needs to be purchased soon. Please make a tax-deductible donation today, large or small, toward its purchase. Your help is much appreciated!!



Friends of Kentucky Public Archives,

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.

1930 Kentucky Census

The National Archives will release the 1930 census on April 1, 2002. As many family researchers will testify, Federal Census records are invaluable genealogical sources. Furthermore, many Research Room patrons, particularly senior citizens without a legally recorded birth record, can use census entries to meet the necessary requirements for benefits and other legal purposes.

In addition to vital information about Kentucky families, the 1930 census will contain information about a persons' year of immigration, veteran status and, for Native Americans, the tribal affiliation and whether the individual was of full or mixed blood.

Help us help our patrons by contributing funds toward the purchase of this valuable collection. The Kentucky element of the 1930 census consists of the following:

T1224	Census District Descriptions	One Roll
M2053	Soundex	24 Rolls
T626	Kentucky Census	51 Rolls
Total Cost for Purchase:		\$ 1516
		<i>(Cost per roll - \$19.95)</i>

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.**



These boys competed in the State Junior Fisherman contest at the Kentucky State Fair in the early 1960's. Seventy-five thousand people attended Kentucky's first State Fair, at Churchill Downs in September, 1902, and attendance has grown steadily, reaching more than 675,000 annually today. The State Fair was held in Louisville's west end until moving to its permanent home at the Kentucky State Fair and Exposition Center in 1953. *(This photograph is from the Department of Public Information collection, in the State Archives holdings of the Public Records Division, Kentucky Department for Libraries and Archives.)*

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