

Spring 2019



More about the Annual Meeting on page 3!

FROM THE PRESIDENT'S DESK

Claire Horton is the Deputy State Archivist at the Indiana Archives and Records Administration. She can be reached by phone at 317-522-9056 or email at chorton@iara.in.gov.



Colleagues,

It's just about that time — the Annual Meeting is right around the corner. This quarter's newsletter is full of information about what to expect, so take a look and then head to our website to register before April 12th.

Pre-Conference Workshop

The 2019 Annual Meeting will be held in Terre Haute at the Clabber Girl Museum. On Thursday, April 24th, Danielle Spalenka of the Northeast Document Conservation Center (NEDCC) will host a workshop focused on practical tips and activities for small organizations that have fewer than \$500 annually to devote to digital preservation.

After the workshop, the Indiana State University Archives and Special Collections have invited us for a behind-the-scenes tour of their stacks, home to University records, Eugene V. Debs correspondence, and the Indiana Federal Writers Project material.

Annual Meeting

On April 25th, our colleagues will share some of their experiences in keeping with our theme "On the Banks of Archival Success and Failure." There are a wide range of sessions to look forward to, on topics ranging from digitization to advocacy. This year's keynote speaker is S. Chandler Lighty, the Executive Director of the Indiana Archives and Records Administration, and former director of the Indiana Historical Bureau. Lighty will reflect on his career and share some of the critical challenges faced in our field.

Thank you to our hard-working members for organizing the pre-conference workshop and meeting: Bethany Fiechter, Amy Christiansen, Lisa Lobdell, Lauren Patton, Jackie Shalberg, Kellev Brenneman, Lori Lindberg, Chris Marshall, Stephanie Schmitz, Lydia Spotts, Tony Barger, and Denise Rayman. I would also like to extend my thanks to our sponsors: the State Historic Records Advisory Board, the IUPUI School of Informatics and Computing, the IU-Bloomington School of Informatics, Computing and Engineering, the Vigo County Public Library, and the Terre Haute Convention and Visitors Bureau. It is exciting to see some local sponsors involved, and the program promises to be a great way to explore Terre Haute. After the annual meeting wraps up on Friday, join us for dinner at M. Mogger's Restaurant & Pub.

Board Transitions

As always, we will say farewell to some board members and welcome new members to the Board. I would like to thank Jared Brown, Treasurer, and Lydia Spotts, Board Member, for their hard work and dedication to SIA. In this newsletter, you can read about the members nominated to join the Board this year. We will vote on the slate of nominees during the members' business meeting on April 25th.

See you in April!

Claire Horton

SIA President



Registration closes April 12

Register online











Pre-Conference Workshop

Digital Preservation for Smaller Institutions: POWRR<500 with Danielle Spalenka

Danielle Spalenka of the Northeast Document Conservation Center (NEDCC) will be providing a one-day workshop based on the widely successful and popular Digital POWRR Project. The NEDCC has partnered with the Digital POWRR Project to develop a workshop with a focus on practical tips and activities for small organiza-



tions that have fewer than \$500 annually to devote to digital preservation efforts. Participants will gain confidence to move from digital preservation theory to practice by understanding the different policies and tools needed to approach building a digital preservation program.

The workshop will have several activities, including how to assess digital preservation using the NDSA Levels of Preservation and will have hands-on experience with basic digital preservation tools that can be used even at institutions with limited budgets. Danielle emphasizes that this is not a workshop on how to digitalize materials but rather this will be instructive on how to implement a digital preservation plan into a digitization project.

Date: Thursday, April 25, 2019, from 9:00 a.m. - 3:30 p.m.

Location: Clabber Girl Museum, Rex Room

Cost: \$40 for members; \$30 for students; \$60 for non members

Registration due by April 12. Register online.





Join us after the pre-conference workshop for a behind-the-scenes tour of the Indiana State University Archives and Special Collections.

Date: Thursday, April 25, 2019, from 4:00-5:00 p.m.

Location: Indiana State University Cunningham Memorial Library 510 North 6 ½ Street, Terre Haute, Indiana 47809

Indiana State University Archives and Special Collections is less than a mile away from the Clabber Girl Museum. Visit for an open tour of their stacks, reading room and holdings, specifically historical University records, Eugene V. Debs correspondence and Indiana Federal Writers Project material.

Photograph courtesy of the Indiana State University Archives and Special Collections.

Annual Meeting Program

8:30 - 8:50 a.m. Registration

8:50 - 9:50 a.m. Concurrent Sessions

1A: The John A. Curry Architectur-**Blueprint for Success**

Sean Eisele, Special Collections Librarian, Vigo County Public Library

Seth James, Special Collections Manager, Vigo County Public Library

Haley Smith, Metadata Specialist, Vigo County Public Library

The Vigo County Public Library (VCPL) Archives 10:00 - 11:00 a.m. discuss their successful grant application to digitize Plenary Session thousands of architectural drawings from a Terre Haute architectural firm. The drawings will be available through Indiana Memory and represent 262 Executive Director, Inindividual architectural projects. The VCPL team diana discuss the architectural drawings provenance, what Records led to the decision to apply for an LSTA grant, the tion process of digitization and creating metadata.

1B: A Friend in Deed: Why Deeds SIA Business Meeting of Gift are Vital to Your Archives' Success

Sally Childs-Helton, Ph.D., Special Collections Librarian/Professor, Butler University

Lisa Lobdell, Archivist, The Great American Songbook Foundation

Deeds of gift are often overlooked in the success or Allison McClanahan, Collections and Cataof donor relationships. A well-written deed of gift is Traditional Music more than just a legal document giving your repository certain rights of ownership—it is also an educational tool for the donor, and can go a long way toward creating long-standing trust and goodwill between donors and your repository. A poorly written deed of gift is an invitation to disaster both legally and for donor relations. A clearly-defined deed of gift creates an understanding between your repository and a donor so that both parties have a clear set of expectations. Further, deeds of gift should be reviewed and updated regularly.

This panel will examine the importance of a wellwritten, lawyer-vetted deed of gift; the parts of a deed of gift, why each is important, and strategies for educating your donors about the importance of each part. Presenters will demonstrate how the deed al Works Digitization Project: A of gift is linked to all other aspects of archival work from acquisitions to digitization. Case studies will be incorporated, with special focus given to intellectual property issues and restrictions imposed by donors, by law, and by the repository. The goal of the panel is to offer a common-sense and practical approach to creating or updating a document that is vitally important to your repository. Attendees will leave with increased confidence and resources to create or update their own deeds of gift.

S. Chandler Lighty, **Archives** Administra-

11:00 - 11:45 a.m.



S. Chandler Lighty

11:45 a.m. - **12:30 p.m.** Lunch Break

12:30 - 1:30 p.m. Concurrent Sessions

2A: Spinning Plates: Striking a Balance between Technical and Public Services in an Archive

failure of an archives' collections, and in the quality loging Librarian/Assistant Librarian, Archives of

Many archives are no stranger to the concept of a "lone arranger". The Archives of Traditional Music, one of the largest ethnographic sound recording archives in the United States, is also no stranger to the "lone librarian". In this presentation, Librarian Allison McClanahan will talk about the challenges and opportunities that are present when a single individual is in charge of managing both the public and technical services of an archival library, and how those opportunities can translate to other institutions of any size and number of personnel. Topics discussed will include outreach and instruction, cat-

project management.

Web-Based Content for Institution- ber. al Memory

ager, Indianapolis Museum of Art at Newfields

Institutional websites, blog and social media posts, dashboards and microsites-these and other webbased content contain a wealth of information about our institutions. Documenting everything from public programs and special events to organizational structure and governance, content created and shared by organizations on the web forms a vital part of the institutional memory shared by staff, audiences, and the communities of which it is a part.

While we'd like to think that web-based content and Starting an archives can be simultaneously exciting access to information in context.

This session will provide an overview of the web archiving landscape (best practices, available tools and resources, relevant initiatives). Web archiving activities of the Newfields Lab--in collaboration with Newfields Archives--will serve as case study. To date, the Newfields web archives include the now-re tired imamuseum.org, a variety of blogs, the IMA Dashboard, and exhibition-related interactives and microsites--content which now serves a variety of important uses as archives.

1:40 - 2:40 p.m. Concurrent Sessions

3A: An Introduction to Project STAND (Student Activism Now **Documented**)

Rich Bernier, Processing and Public Services Assistant, Purdue University Libraries

This session will provide an overview of Project STAND, an online clearinghouse where academic institutions can provide researchers a centralized access point to historical and archival documentation on the development and on-going occurrences of student dissent. Rich Bernier, Processing and

aloging and description, student supervision, and Public Services Assistant, will provide a quick overview of the history, purpose, scope, and activities of the initiative. He will also explain how academic in-2B: Out with the Old? Archiving stitutions can join and become a participating mem-

3B: Archives from Scratch: Lessons Samantha Norling, Digital Collections Man- in Advocacy and Strategies for **Building Archives Programs from** the Ground Up

Lydia Spotts, Associate Archivist/Librarian, Indianapolis Museum of Art at Newfields

Joseph Coates, University Archivist, Purdue **University Northwest**

Alan Rowe, Archivist, Indiana University **Health Archives**

applications will live forever, the reality is that they and overwhelming. The magnitude of work and often have a predetermined (or worse, unexpectedly competing demands can overshadow any delight shortened) active life on the web. Whether tied to a staff may derive in being the first to impose order temporary exhibition or event, superseded by more and set policy. Following a brief review of literature, current content, replaced by newer technologies, or the common impetuses for establishing archival fallen to technical obsolescence, retired web-based programs, and standard advice for planning and adcontent can and should be archived for continued vocacy, three case studies will be presented. Panelists from university, corporate, and hospital archives will share both successful strategies for building capacity or furthering goals of a burgeoning program as well as challenges. As the case studies demonstrate, while many nascent programs face similar growing pains, varying institutional context, culture, and stakeholders call for distinct advocacy approaches. Additionally, panelists will share compromises and difficult choices, such as deferring some aspects of archival management while leveraging others to gain support.

- 1) In 2016, Purdue University Calumet and Purdue North Central merged. Both had informal record keeping, but when Purdue University Northwest became an entity, a professional archive was established. The challenge was creating three different repositories at two locations with one archivist. While leadership believes in the importance of an archive, how do we sell the idea to people who don't have any experience and how do we pursue continued growth after establishment?
- 2) Allison Transmission, a corporation with origins tied to the Indianapolis Motor Speedway and a long history of engineering, aircraft engine and

centennial and decided to do something about tion. their historic records in summer 2013. Hear how a "lone arranger" made compromises and to do something about their historic records in summer 2013. Hear how a "lone arranger" made compromises and pursued projects to meet executive expectations.

continue the momentum of its founding if it is to ty group information at other institutions. become a fully integrated, supported, and meaningful part of a vast statewide healthcare system.

2:40 - 2:55 p.m. Afternoon Break

3:00 - 4:00 p.m. Concurrent Sessions

4A: Who, What, When, Where: Arielle Petrovich, Outreach and Instruction Creating and Implementing a Cam- Archivist, University of Notre Dame **pus-Archives Interactions** base

Adriana Harmeyer, Archivist for University History, Purdue University Libraries

Purdue Archives and Special Collections developed a Campus-Archives Interactions Database (CAID) to efficiently record and internally access information related to departments, groups, and offices across Purdue University. This information may include records transfers, data from a university records survey, historical information about early or prominent faculty or alumni, and names and email ad dresses of departmental contacts. Before CAID, this information was scattered among the emails of individual staff members, handwritten notes, reports, and collection files, leading to confusion and ineffi-

transmission production approached its 2015 ciency, but is now compiled in a single digital loca-

With assistance from Purdue Libraries IT, Archives and Special Collections installed SuiteCRM, a highly customizable open-source customer relationship management system. Though SuiteCRM and similar databases are designed for business use, the underlying structure translated well to the needs of the 3) The IU Health Archives origin story begins with archives. By relabeling data fields, suppressing una research request regarding the insulin clinical necessary sales-related modules, and adding new trials held at the Methodist Hospital of Indiana archives-specific fields, Purdue successfully develin 1922. From the date of that research inquiry oped a new form of archives-focused interactions in 2014 to the present, a whirlwind of corporate management database using an existing tool and decisions were made to establish an internal ar- limited technical knowledge. This presentation will chives program, hire staff, and secure a location discuss the planning and implementation of CAID, and funding. Now with its first full-time archi- the variety of functions it serves, and its potential to vist on board, the program must find ways to help streamline organizational, donor, or communi-

4B: Tired of the Outreach Guessing Game: Assessing Public Engagement in Archives through Visitor **Tour Evaluations**

Data- Too often archivists rely on shared assumptions of public interest and perception of archives when developing outreach programming. The stereotype of the dull, dusty repository is one all archivists struggle to dispel. Many of us go the extra mile to shape an engaging archival experience but can only guess at how successful our efforts are through body language, offhand comments, and future atten dance. This presentation will examine the use of a visitor tour assessment survey to identify what about the archives most appeals to the public, gain insight into public expectations and impressions of the archives, and improve the ways archivists articulate their value and labor. This session will also explore how visitor feedback can expand our notions of what the public finds engaging about the archives and reaffirm the value of archival labor.



Parking is available at the Clabber Girl Museum visitor parking lot on the southwest corner of Cherry and 9th Streets. Additional parking, if needed, is available in the parking garage on the northwest corner of Cherry and 8th Street.

The SkyGarden Parking Facility at 662 Ohio Street is available for \$8.00 per day; \$1.50 per hour.



2019 Thomas Krasean Student Scholarship

recipient will receive a complimentary registration and any work history, along with a description to the Annual Meeting and \$150.00 to cover tion of your long-term professional goals. Please the expenses associated with attending.

Application Deadline: April 12, 2019

Eligibility Requirements: An applicant must be either a graduate student enrolled in a Master of Library and Information Science (MLIS) program, Master of Arts (MA) in History er years of post-graduate work experience.

Recipient must be able to attend the annual meeting on April 26, 2019, where they will receive the check.

The Society of Indiana Archivists will award the **To Apply:** Submit a statement of interest Thomas Krasean Student Scholarship to attend stating why you want to attend the annual meetthe 2019 Society of Indiana Archivists Annual ing and how it will benefit you. Include in your Meeting, held on April 26, 2019. The scholarship statement a brief outline of your archival educainclude your contact information (name, mailing address, phone, and e-mail) as well as contact information for your institution or employer. Statements should be no more than 200-400 words.

> Additionally, the recipient is expected to write a brief (150-300 word) reflection about their experience attending the annual meeting and submit it along with a photograph to be published in SIA's News and Notes newsletter.

of Museum Studies program, or a related gradu- Please submit the information stated above via ate program – OR – a recent graduate from one email to Claire Horton at chorton@iara.in.gov. of the previously listed programs with five or few- The award recipient will be announced through the SIA listery prior to the meeting.

Thanks to:

Local Arrangements Committee Program Committee

Bethany Fiechter (Chair), Indiana State Library Amy Christiansen, Elkhart County Historical Museum Lisa Lobdell, Great American Songbook Foundation Lauren Patton, Indiana State Library Jackie Shalberg, National Model Aviation Museum

Program Committee

Bethany Fiechter (Chair), Indiana State Library Kelley Brenneman, Auburn Cord Duesenberg Automobile Muse-

> Lori Lindberg, Archival Consultant Chris Marshall, Indiana State Library Stephanie Schmitz, Purdue University

Education Committee

Anthony Barger, Putnam County Public Library Lydia Spotts, Indianapolis Museum of Art at Newfields Denise Rayman, IUPUI Ruth Lilly Special Collections & Archives

Use the conference hashtags to share your thoughts throughout the day on social media!

#SIASP19

#INarchivist

Civil War Diary Published

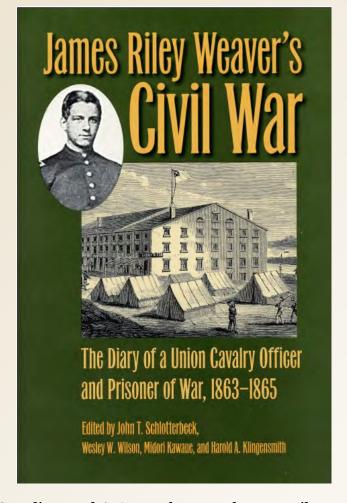
After more than seven years of work, the Civil War diary of a DePauw University professor has been published; *James Riley Weaver's Civil War: The Diary of a Union Cavalry Officer and Prisoner of War, 1863-1865,* edited by John T. Schlotterbeck, Wesley W. Wilson, Midori Kawaue and Harold A. Klingensmith; Kent State University Press, 328 pages, March 2019.

Captured on October 11, 1863, James Riley Weaver, a Union cavalry officer, spent nearly 17 months in Confederate prisons. Remarkably, Weaver kept a diary that documents 666 consecutive days of his experience, including his cavalry duties, life in a series of prisons throughout the South, and his return to civilian life. The diary was donated to the Archives of DePauw University and Indiana United Methodism in 2011.

Weaver's observations never veer into romanticized descriptions; instead, he describes the "little world" inside each prison and outdoor camp, describing men drawn from "every class of society, high and low, rich and poor, from every country and clime." In addition, Weaver records details about life in the Confederacy that he gleans from visitors, guards, new arrivals ("fresh fish"), recaptured escapees, Southern newspapers, and even glimpses through windows.



Weaver's diarykeeping provided an outlet for expressing suppressed emotions, ruminating on a seemingly endless confinement that tested his patriotism, Methodist faith, and will to survive. In the process, he provides not only historically portant information but also keen insights into the human condition under adversity.



Co-editor and SIA member, Wesley W. Wilson, is coordinator of archives and special collections at DePauw University. The diary was given to the DePauw University Archives in 2011 under the stipulation that it be transcribed. Over 11 months, Wes scanned all 707 pages and posted them on Flickr as a crowdsourcing project, inviting the public to transcribe pages. Fourteen months later, independent Civil War historian, Tony Klingensmith, sent his transcriptions of all 666 entries to the Archives. DePauw University professor emeritus of history, John Schlotterbeck, joined Wes and enlisted a DePauw history student, Midori Kawaue, to collaborate on the final editing of the transcripts. Kent State University Press was added to the project in 2017 resulting in publication of the book in 2019.

Contributed by Wesley W. Wilson

New, Online LGBTQ Collection at the IU East Campus Archives

Starting in the Spring Semester of 2019, IU East Archivist Beth South teamed up with Travis Rountree, Assistant Professor of English, and his Eng-W270 Argumentative Writing Class to build the very first LGBTQ archival collection for Richmond, IN and the surrounding areas. The class focused on finding an artifact or interviewing someone from the local LGBTQ community which would then be placed in the IU East Archives. Students wrote and recorded their own reflections on the historical, cultural, or social importance of their artifacts or interviews and pulled themes that they uncovered and want to further explore into a rhetorical analysis paper.

The idea for this collaborative project, featuring a mix of student research and primary source gathering, grew from the Indiana University Primary Source Immersion Program that Beth and Dr. Rountree both attended last summer. This program connected faculty with special collection librarians and archivists in order to incorporate more primary source research into the classroom.

Over the semester, Archivist Beth South visited the class to discuss various topics including the IU East Campus Archive collections, best practices in conducting interview and oral histories,

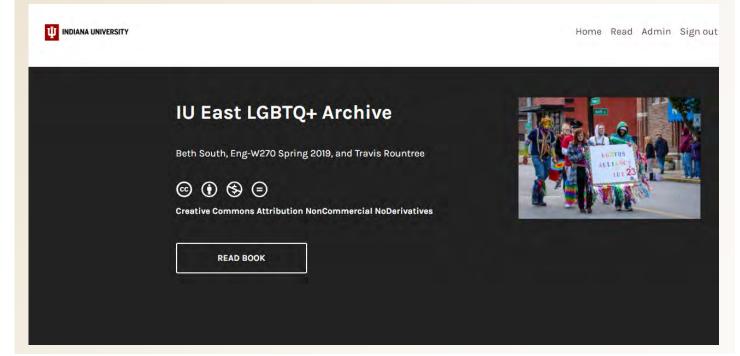


Beth South and Travis Rountree at the Primary Source Immersion Program, IU Lilly Library

porate more primary source research into the classroom.

Over the semester, Archivist Beth South visited the class to discuss various topics including the the importance of documenting and preserving materials form underrepresented groups, the need for Deeds of Gifts and Copyright Releases, and even some of the moral and ethical questions that archivists come across when dealing

Continued on next page



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with controversial or sensitive While the students did the writing and collected graphs, transcripts, news articles, and student materials for the archives collection, Beth used analyses. There is even a video recording of IU Pressbooks to pull everything together and

create an online exhibit book. The book is organized into three parts to reflect the type of mate-



Stephen Mills poetry reading at IU East

rials the students collected and wrote about: places, people, and symbolism. This online colmaterial. lection features a few audio interviews, photowriter and poet Stephen S. Mills, a Richmond native that now lives in New York, who came back to Richmond to give a poetry reading at IU East and to visit the class to talk about his experience of growing up in Richmond, his coming out family, and his writing.

> Currently, this collection is small and sheds light on a tiny fraction of the identities, places, and underlying issues of the local LGBTQ community in and around Richmond, IN. Beth and Dr. Rountree are interested in having another class to continue building this collection, but for now they will add to it themselves and they hope that this online collection will inspire those in the LGBTQ communities surrounding the Richmond, IN and Wayne County areas to reach out to them with their own stories. You can view the IU East LGBTQ+ Archive Collection at https://iu.pressbooks.pub/eastlgbtgarchive/. For additional questions, you can reach out to

Beth South at eabrockm@iue.edu.

Contributed by Beth South.

Member of the Month

Name: Archival Box

Job Title: Manager, Archival Storage

Workplace: Any Archives, USA

Website: https://www.hollingermetaledge.com/

Describe yourself in three words: Gray,

Rectangular, Sturdy

Want to share your thoughts on the profession with your SIA colleagues? Complete the survey form found here and you could be our next Member of the Month, featured on SIA's Facebook and Twitter pages!



Candidates for the 2019 Election of Board and Officers

Denise Rayman

Treasurer



Denise Rayman is the Philanthropic Studies Librarian and Digital Archivist at the IUPUI Ruth Lilly Special Collections and Archives, where she oversees digital processing and preservation for the archives, and liaisons to the Lilly Family School of Philanthropy. Prior to this appointment she worked as the Archives Specialist for Philanthropic Collections. Before moving to Indiana in 2015, she worked at the American Library Association Archives at the University of Illinois Urbana-Champaign, the University Archives at the University of Illinois Urbana-Champaign, and the International and Area Studies Library at the University of Illinois Urbana-Champaign.

She earned an MSLIS from the Graduate School of Library and Information Science at the University of Illinois Urbana-Champaign in 2013, with a focus on digital preservation and applied information science. She holds a BA in Linguistics with a minor in Business from the same university. In December 2017 she earned a Digital Archives Specialist certificate from the Society of American Archivists. She has been the Web Liaison for the Appraisal and Acquisition of the Society of American Archivists since 2014.

Her professional interests include reference and access, digital humanities, and appraisal of digital records.

Julie Motyka Board Member



Julie Motyka is the archivist for the Catholic Archdiocese of Indianapolis. Her responsibilities include organizing and providing access to materials pertaining to the origin, history, and administration of the archdiocese, which was created in 1834. Highlights of her position have included providing training to parish staff members in the maintenance of sacramental records, as well as leading a pilgrimage to historic sites within the archdiocese. Julie received a B.A. in Philosophy from Hanover College in 2004 and an M.S. in Library Science from The Catholic University of America in 2005. Prior to working for the archdiocese, Julie held positions at the libraries of Duquesne University and the former Weston Jesuit School of Theology. Julie has served on the SIA Communications Committee since 2017 and is also a member of the Association of Catholic Diocesan Archivists.



2018-2019 Officers

Claire Horton - President

Deputy State Archivist, Indiana Archives and Records Administration Email: chorton@iara.in.gov

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Rare Books and Manuscripts Supervisor, Indiana State Library Email: bfiechter@library.in.gov

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Kaman Hillenburg

Collections Manager, Evansville Museum of Arts, History & Science Email: Kaman@emuseum.org

Lydia Spotts

Associate Archivist/Librarian, Indianapolis Museum of Art at Newfields Email: lydspotts@gmail.com

Adriana Harmeyer - Newsletter Editor (ex officio, non-voting)

Archivist for University History, Purdue University Libraries Email: aharmey@purdue.edu

Lydia Spotts - Webmaster (ex officio, non-voting)

Associate Archivist/Librarian, Indianapolis Museum of Art at Newfields Email: lydspotts@gmail.com

You can contact SIA Leadership any time via e-mail at siaarchivists@gmail.com