

GHS's 168th Annual Meeting Keynote Address

The Georgia Historical Society invites you to join Steve Thomas, host of *Save Our History*® on The History Channel® and former host of PBS's *This Old House*®, as he presents the keynote address at GHS's 168th Annual Meeting. Thomas will be speaking on the importance of preserving the artifacts of history, and an upcoming episode of *Save Our History*® on Sherman's March to the sea. The Keynote Address will be held at the Lucas Theatre for the Arts on April 19, 2007 at 7:00 p.m.

Emmy Award-winning Steve Thomas hosted *This Old House*®, television's most popular home-improvement series, for 14 years, and during his tenure it became PBS's most-watched ongoing series of all time. Author of the critically acclaimed book *The Last Navigator*, published in 1987, Thomas is the current host and co-producer of the *Save Our History*® series on The History Channel®, and consults on residential building, renovation, and historic preservation for clients across the United States.

Thomas joins other distinguished keynote speakers for the Georgia Historical Society's Annual Meeting including journalists Bob Schieffer and Cokie Roberts, Supreme Court Justice Stephen Breyer, U.S. Attorney General Griffin Bell, Governor Roy Barnes, and Pulitzer Prize finalist Steve Oney.

This event is free and open to the public. There will be a signer for the hearing impaired. The doors will open at 6:00 p.m. Seating is limited, so please arrive early.

Signature Sponsors:

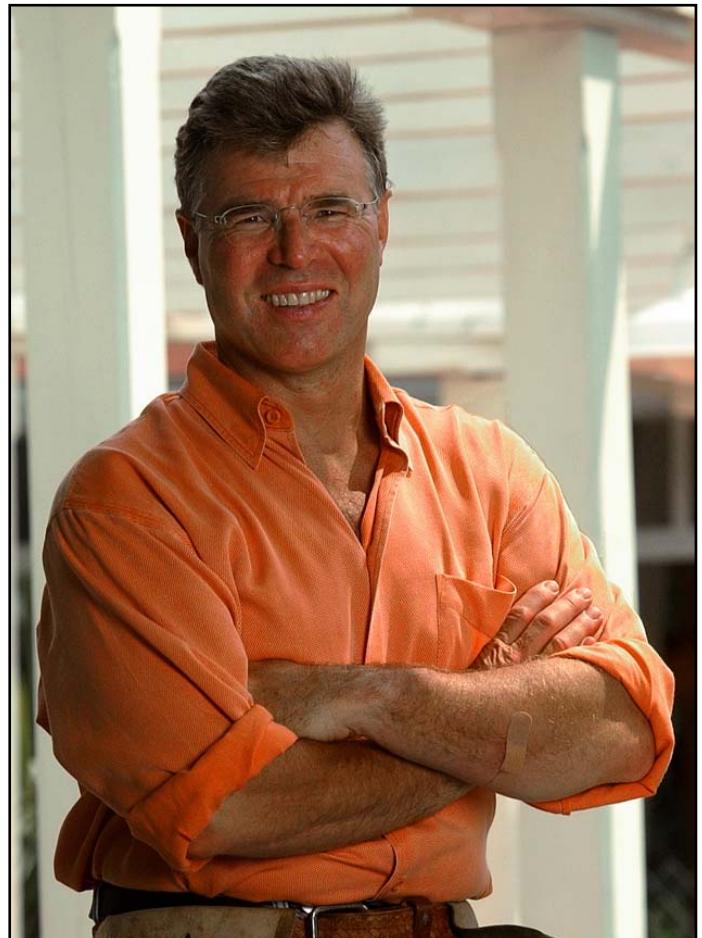
EP Southern Natural Gas an El Paso Company, and J.T. Turner

With support from:

Savannah Morning News, WTOG, *Connect Savannah*, and Georgia Public Broadcasting

INSIDE THIS ISSUE

GHS's 168 th Annual Meeting	
Keynote Address	1
Annual Meeting Awards Presentation	2
Solinet E-learning Courses	2
WWII Veterans Oral History Project	3
Georgia Archaeology Month	3
Calendar	3
From the Affiliates	4
From the Stacks	5
News to Share	6



2007 Keynote Speaker - Steve Thomas, formerly of *This Old House*®.

Annual Meeting Awards Presentation

The Georgia Historical Society will present its annual awards at the 168th Annual Meeting on April 19, 2007. The award presentations will be held during the annual meeting of members at 3:30 p.m. in the Georgia Historical Society's headquarters in Savannah, Hodgson Hall.

The society will recognize outgoing board members, as well as awarding the Berrien Lifetime

Achievement award, and Pinckney Volunteer of the Year award.

The Warlick Awards for Affiliate Chapters will be announced, as well as the Affiliate of the Year. Awards for best local and state history published in 2006, and best student and professional article published in the 2006 *Georgia Historical Quarterly* will also be awarded.

Training Opportunities Through SOLINET

Introduction to Grants for Preservation (Live Online)

Finding the funds for preservation projects in your institution can often be a challenge. Fortunately there are outside sources of funding available for preservation projects, if you know where to look and how to apply for them. This two-hour, real-time, web-based class is an introduction to grant funding and the process of writing a grant proposal. Topics covered include types of grants, preparing to apply, elements of a grant proposal, tips on grant administration, outcome measurement, and a brief overview of the most common grants awarded to archives, libraries, and other cultural institutions in the United States. Emphasis will be placed on grant funding for preservation projects.

This distance-learning opportunity is designed for those in small institutions interested in applying for grant funding for the first time, and anyone who seeks a greater understanding for the grant-funding process. Librarians and archivists from small institutions are encouraged to participate.

Please note that registrations for this class must be received at least one week prior to the start date. Registrants should receive an email offering detailed login and set-up instructions. Please call Educational Services at 1-800-999-8558 if you do not receive this email at least three days prior to the class. For more information about SOLINET's E-cademy workshops, visit the FAQ's web page, <http://www.solinet.net/workshops/ecademyfaqs>, and the Technical Requirements web page, <http://www.solinet.net/workshops/techreqs>.

Preservation and Salvage of Audiovisual Materials (Live Online)

Do you worry about the life expectancy of VCR tapes, CDs, and motion pictures? Do you know what to do with audiovisual materials in the event of a flood or pipe break? This web-based class offers preventative preservation strategies and salvage options for these special formats for staff who manage audiovisual collections in all types of libraries, schools, and archives. In the event of a disaster, knowing the nature of the materials and which formats are salvageable will help you set recovery priorities. Topics include life expectancies of common media, preservation methods for extending the life of AV materials, disaster preparedness strategies, and elements of response and recovery. Basic salvage techniques are outlined for the following types of formats: computer magnetic media, sound and video tapes, CDs and CDRoms, LPs, motion pictures, and microfilm. The two-hour lecture also incorporates a discussion of recovery vendors and resources helpful to those working with AV collections.

Please note that registrations for this class must be received at least one week prior to the start date. Registrants should receive an email offering detailed login and set-up instructions. Please call Educational Services at 1-800-999-8558 if you do not receive this email at least three days prior to the class. For more information about SOLINET's E-cademy workshops, visit the FAQ's web page, <http://www.solinet.net/workshops/ecademyfaqs>, and the Technical Requirements web page, <http://www.solinet.net/workshops/techreqs>.

Introducing Georgia Public Broadcasting's World War II Veterans Oral History Project

Georgia Public Broadcasting's Education division is proud to announce GPB's World War II Veterans Oral History Project documenting the life experiences and memories of Georgia's World War II generation.

This project is not only an effort to preserve the firsthand oral history accounts of Georgia's World War II generation, but it is also an opportunity to share their often untold stories with younger generations and generations to come so that their legacy may thrive.

In order for the lessons of this generation to be told, GPB Education will interview a diverse group from the World War II generation. All interviews take place in a convenient location for the interviewee and last an average of 60 minutes.

Participants will have their life experiences before, during and after World War II documented and archived on the project's Web site. Mementos significant to the veterans' oral history account of World War II, transcripts and lesson plans will also be available for visitors of the Web site and the Georgia learning community.

Upon the conclusion of the project, GPB Education will provide an unedited version of the participant's interview to the participant.

If you are interested in being interviewed, or would like further information, please call 1-888-685-0304 or e-mail WarVets@gpb.org.

An online application is available at www.gpb.org.

Georgia Archaeology Month 2007

May 2007 marks the 14th anniversary of an *archaeology awareness* promotion in Georgia. This year's theme is ***Conflict: Georgia's Expanding Boundaries, 1733-1833***. The spring meeting of the Society for Georgia Archaeology (SGA), principal sponsor of Georgia Archaeology Month is open to the public and will be held May 19 in Macon. The program will highlight Georgia's military past during a century of dramatic change. Begin at Fort Hawkins - a major U.S. Army headquarters from 1806-1819 where archaeological excavations over the past two years have drastically rewritten the history of the fort, then use your **Passport to the Creek Nation** to travel back in time to the year 1807. A self-guided driving tour includes Fort Wilkinson on the Oconee River, Ocmulgee Old Fields, and Benjamin Hawkins' Creek Agency on the Flint River and informed tour guides will be posted at each of these station stops to answer your questions and provide historical and archaeological context to enhance your visit. Regroup at dinnertime at Fort Hawkins for a Bar-B-Q dinner and evening program. The keynote speaker is ***Retired Colonel James M. Johnson, Ph.D.***, presently Military Historian of the Hudson River Valley National Heritage Area and the Executive Director of the Hudson River Valley Institute at Marist College in Upstate New York. Program cost is \$22.50 and pre-registration by May 1 is required. See www.thesga.org for more information and reservation form or call Dan Elliott at (706) 341-7796.

Additional events statewide are listing at http://www.thesga.org/archaeology_events.htm

Calendar

- 4/19/07 - Georgia Historical Society Annual Meeting
 - 168th Annual Meeting and Awards Ceremony
 - 3:30 p.m. at Hodgson Hall, 501 Whitaker Street, Savannah
 - Keynote Address by Steve Thomas, formerly of *This Old House*
 - 7:00 p.m. at the Lucas Theatre for the Arts, 32 Abercorn Street, Savannah
- *Designing Daffin Park: John Nolen and the Renaissance of a New South* by Bruce Stephenson, Rollins College
 - 7:00 p.m. at the First Presbyterian Church, 520 Washington Avenue, Savannah

From the Affiliates

Augusta Museum of History

In celebration of WBBQ Radio Station's 60th Anniversary, the Augusta Museum of History has unveiled its latest addition to the current WBBQ exhibit. The addition, *WBBQ: Then and Now*, highlights one of Augusta's most popular radio stations. The exhibit is permanently displayed and is located on the second floor at the Museum History Theater

WBBQ signed on the air January 12, 1947, and has since been known for its innovation, its radio personalities and its founder, George Weiss. Originally an AM station, WBBQ was one of the first stations to deliver programming by the mid-1950s on the FM dial. Whether introducing a 24-hour news fleet or shifting to a rock and roll format, WBBQ has been a pioneer of the industry.

WBBQ: Then and Now exhibition is funded in part by: Coca-Cola Bottling Company, Medical College of Georgia, SRP Federal Credit Union, and Taylor Auto Group.

The Augusta Museum of History is located at 560 Reynolds Street in downtown Augusta. Hours of operation are Tuesday through Saturday, 10 a.m. - 5 p.m.; and Sunday 1 p.m.-5 p.m. Admission is: Adult: \$4 • Senior: \$3 • Child: (6-18) \$2-(5 and under) Free. For more information call (706) 722-8454 or visit www.augustamuseum.org.

Historic Augusta

Historic Augusta's third annual Downtown Loft Tour will take place on First Friday, May 4, from 6 pm to 9 pm and on Saturday, May 5, from noon to 5 pm. Held in conjunction with National Historic Preservation Month, this self-guided tour gives participants an inside look at some of the trendiest living spaces on Broad Street and beyond. Tickets cost \$15 in advance or \$20 on-site during the tour. Proceeds benefit the programs and projects of Historic Augusta, Inc., a nonprofit membership-based organization. The mission of Historic Augusta is to preserve historically or architecturally significant structures and sites in Augusta and Richmond County, Georgia. For more information or to purchase a ticket, call Historic Augusta at 706-724-0436 or visit www.historicaugusta.org.

Newnan-Coweta Historical Society

The Spring Tour of Homes will be held on Saturday, April 21, from 10 a.m. - 6 p.m. Join the Newnan-Coweta Historical Society as they tour seven private homes in and around Newnan.

Tours cost only \$15 per person, and tickets are available at Scott's Book Store, and the Male Academy Museum in Newnan. For more information, call 770.251.0207, or email nchs@newnanbiz.net.

Athens-Clarke Heritage Foundation

The *Athens Upstairs, Downtown Tour* celebrates 200-year-old downtown Athens, Georgia, recently designated as a local historic district. A self-guided tour will provide a seldom-seen glimpse of historic places and personal spaces in the architecturally rich, vibrant, and eclectic downtown, accompanied by a vivid historical narrative. The event starts on Friday, May 18, 2007, at 7:00 p.m. with a Premiere Party hosted by Ciné and The National Restaurant on 234 West Hancock Street in Athens. The tour will be held on Saturday, May 19, 2007, 10:00 am - 4:00 pm., and will start from the Tour Headquarters at 300 North Thomas Street. The tour is \$15 for members and \$20 for non-members; tickets for the Premiere Party are \$50 per person. Special membership bundles are available for two Premiere Party tickets and two tour tickets for \$120. For this event, non-members can join for a reduced rate of \$35 (normally \$50), and qualify to purchase tickets at member prices. Please call for group rates.

For more information please call Athens-Clarke Heritage Foundation at 706-353-1801, visit www.achfonline.org, or e-mail at achftours@bellsouth.net. Out-of-town visitors, please visit the Athens Convention and Visitors Bureau website at www.visitathensga.com for lodging and other information.

Shuttles will be available to assist in travel between sites, and some 2nd - and 3rd -floor areas of the tour may not be handicapped accessible.

From the Stacks

Documenting Acquisitions: Protecting Your Institution's Rights and Interests

By Lynette Stoudt, Senior Archivist, Georgia Historical Society

Whether in paper or electronic format, acquisition procedures can be the most important component in managing your library and archival collections. Have you ever wondered where that land deed penned in the nineteenth century came from? Was a deed of gift form signed, transferring rights in the material to your institution? Or do you have an informal letter donating the item? Perhaps there is no paperwork!

Unfortunately, we can't do much about items donated long ago without accompanying donation information, but we can put procedures in place today that appropriately protect the rights and interests of our institutions for the future. Three key elements in documenting acquisitions are: deed of gift forms, accessioning procedures, and management of donor files.

Unlike informal letters accompanying donations, the deed of gift form is a formal, legal agreement that transfers ownership and legal rights from the donor to an institution. Components of the form include: donor identity and contact information, language that transfers legal ownership and rights (including copyright), language that establishes provisions for access, use, and disposition of the material, and signatures of the donor and a staff member of the institution. The signed deed of gift form establishes a legal relationship between the donor and the institution and may protect an institution's collections from revocation and other property right claims. Transferring copyright of materials in the deed of gift form enables institutions to legally use materials in exhibits and publications without infringing on the donor's copyright (be aware third-party copyright may exist in donated materials not created by the donor). For more information on Deed of Gift forms, please consult the Society of American Archivists webpage "A Guide to Deeds of Gift"

(http://www.archivists.org/publications/deed_of_gift.asp).

Once the material is legally transferred to the institution by a deed of gift form, the accessioning process begins. Accessioning is an institution's procedure for taking legal and physical custody of materials and formally documenting their receipt. Accessioning typically involves assigning a unique numerical identifier to the acquisition. The Georgia Historical Society uses the four-digit year, followed by a three-digit number (for example, the first accession of this year was numbered 2007-001). An accession form is then created (either electronically or manually). The accession form may include: the unique accession number, donor contact information transferred from the deed of gift form, a description of the type and content of the donation (including dates of the material), a listing of any restrictions placed on the donation by the donor, notes on arrangement and description that might be used at a later date during processing, and the storage location of the accession. A copy of the accession form is placed with the donated material (at the storage location) and the original is filed in the donor file.

Successful file management is the final key component in documenting accessions. The forms mentioned above are only useful if they are readily available. The original deed of gift and accession forms are typically filed together in an institution's donor files (usually by last name of donor or formal name of organization). This ensures timely retrieval of the forms when a donor or heir desires to check on the status of a donation or if the donation is challenged in any way.

Legally binding agreements transferring materials into our collections and thorough documentation of their acquisition will ensure an institution's rights in the material over time and protect our collections against outside interests well into the future.

Georgia Historical Society

501 Whitaker Street
Savannah, GA 31401

Phone:

912.651.2125

Fax:

912.651.2831

E-Mail:

ghs@georgiahistory.com

...to collect, preserve, and
share Georgia's history

We're on the Web!

Visit us at:

www.georgiahistory.com

News to Share?

Send us information about your Affiliate Chapter for publication in the next issue of *Highlights* such as:

- Special Events
- Exhibits and Programs
- Membership dues and meetings
- New employees

Items will appear in the **Summer 2007** issue.

Dated events should cover the dates: **July 15, 2007 – October 15, 2007**.

Please compile the information in **press release format** and mail, fax, or email to GHS. Submissions should be **75 words or less**, and should include the **dates, times, locations, and fees** for events, as well as a **contact phone number and/or email address** for the public.

***Deadline to submit information is
June 15, 2007***

*The Georgia Historical Society
501 Whitaker Street
Savannah, GA 31401*

***Highlights***

A bulletin for the Affiliate Chapters
of the Georgia Historical Society