

2008 Roger K. Warlick Local History Achievement Award



Dr. Stan Deaton, GHS, presents Kay Hightower, Walter Brown, and Albert Edmonson of the Upson Historical Society and the Thomaston-Upson Archives the 2007 Warlick award for Outstanding Program. photo by Russ Bryant

The **Roger K. Warlick Local History Achievement Award** recognizes outstanding achievement in the field of public history by an Affiliate Chapter of the Georgia Historical Society. All nominations must be a completed project and must not be more than two years old at date of submission. There are five categories for submission:

- **Programs** (special lectures, workshops, educational programs, genealogy projects, etc.)
- **Exhibits** (temporary, permanent, traveling, etc.)
- **Preservation Projects** (buildings, cemeteries, etc.)
- **Archival Excellence** (records, artifacts, facilities development, etc.)
- **Media** (videos, audio programs, television programs, etc.)

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Nominations should include:

Cover Page (provided)

- Name of nominating organization
- Contact name, address, phone number, and fax number and email if available
- Title of project
- Date of completion
- Category of submission

One Page Statement Explaining the Nomination

Supporting Material as appropriate (photographs, copies of printed material, press releases, videos, etc.) Photographs and other materials may be black/white or color copies. **Supporting materials cannot be returned.**

(Organizations will not be eligible to win in the same category more than two consecutive years)

Please submit **4 complete** (cover page, statement and supporting materials) copies of the nomination to:

Local History Achievement Award
The Georgia Historical Society
501 Whitaker Street
Savannah, GA 31401

Deadline for Submission is December 1, 2007.

Grant Watch

Institute of Museum and Library Services' Conservation Assessment Program

Deadline: December 1, 2007

Contact: Kate Marks

1012 14th Street, NW, Suite 1200

Washington, DC 20005

Phone: 202/233-0800

E-mail: kmarks@heritagepreservation.org

The Conservation Assessment Program (CAP) is supported through a cooperative agreement between the Institute of Museum and Library Services and Heritage Preservation. The program provides eligible museums with an overall general conservation assessment. Assessments are funded on a first-come, first-served basis. Application materials can be obtained by contacting Heritage Preservation or by visiting its Web site (www.heritagepreservation.org).

The program supports a two-day site visit by a conservation professional to perform the assessment and up to three days to write the report. For museums located in historic structures, the grant supports a two-day site visit by a preservation architect or an architectural conservator, and up to three days to write the report. As the preservation needs of a historic structure and the collections it contains often differ, this collaboration is vital to the assessment's success.

The general conservation assessment (unlike a detailed collection survey) provides an overview of all of the museum's collections as well as its environmental conditions and policies and procedures relating to collections care. The assessment report assists the institution by (1) providing recommendations and priorities for conservation actions, both immediate and long-term; (2) facilitating the development of long-range institutional plans for the care and preservation of the collections; and (3) serving as a fundraising tool for future conservation projects. This assessment may provide the basis for future support through the [Conservation Project Support](#) program.

Institute of Museum and Library Services' Connecting to Collections Bookshelf

Deadline: Sept. 1 – Nov. 15, 2007

March 1 – April 15, 2008

Contact: Terry Jackson

Phone: 615-320-3203 ext. 23

E-mail: jackson@aaahl.org

Why a Bookshelf?

The IMLS Connecting to Collections Bookshelf is intended to provide small and medium-sized libraries and museums with essential resources needed to improve the condition of their collections.

What does The Bookshelf contain?

The Bookshelf focuses on collections typically found in art or history museums and in libraries' special collections, with an added selection of texts for zoos, aquaria, public gardens, and nature centers. The Bookshelf contents were selected based on recommendations of a panel of experts convened in cooperation with Heritage Preservation. The Bookshelf includes books and DVDs, as well as a guide to online resources and an annotated bibliography of all the materials. It addresses such topics as the philosophy and ethics of collecting, collections management and planning, emergency preparedness, and culturally specific conservation issues. Such texts as *The National Trust Manual of Housekeeping* (published by the British National Trust in 2005), *The Field Guide to Emergency Response* (published by Heritage Preservation in 2006), and *Essentials of Conservation Biology* (published by Primack in 2006) are among the recent publications included in the Bookshelf.

Who will get the Bookshelf?

The Bookshelf will be distributed free of charge to 2,000 institutions. Under a cooperative agreement, the American Association for State and Local History is purchasing, promoting and distributing the IMLS Connecting to Collections Bookshelf. Recipients will include attendees at Connecting to Collections events as well as institutions that apply for the bookshelf using a simple electronic process.

How can I help spread the word?

If you are a member of a library or museum

Grant Watch (cont.)

association and would like your members to receive information about the IMLS Connecting to Collections Bookshelf at conferences, by email, or by regular mail, contact Terry Jackson at AASLH, 615-320-3203 or email jackson@aslh.org.

How do I apply?

Applications must be submitted on line and are available at: www.aslh.org/Bookshelf.

Priority will be given to smaller institutions, but large museums and large libraries with special collections are also eligible to apply. Please note that Federally operated institutions, for-profit institutions, and libraries that do not hold special collections are not eligible to receive the Bookshelf.

Since the Institute for Museum and Library Services is a Federal agency, all applicants will need an institutional DUNS number to apply (all recipients of Federal funds are required to have this number). The instructions for obtaining this number can be found at <http://www.imls.gov/applicants/grantsgov/duns.shtm>

Related events to watch for:

Connecting to Collections National Tour

Tentative schedule:

- Atlanta, Georgia, January 24-25, 2008. The forum, which will be held at the High Museum of Art, will focus on topics and issues associated with diverse ethnic and cultural collections.
- Denver, Colorado, May 1-2, 2008. The forum, which will be held at the Denver Art Museum in collaboration with the Denver Public Library, will focus on collaboration in the digital age.
- San Diego, California, January 2009. The forum, to be held at the San Diego Zoo, will focus on the care of living collections.
- Buffalo, New York, June 2009. It is anticipated that this forum will be held at the Art Conservation Department at Buffalo State College and focus on training in collections care.

Techsoup.org The Technology Place for Non-Profits

Powered by CompuMentor, one of the nation's oldest and largest nonprofit technology assistance agencies, TechSoup.org offers nonprofits a one-stop resource for technology needs by providing free information, resources, and support. In addition to online information and resources, we offer a product philanthropy service called TechSoup Stock. Here, nonprofits (501c3) can access donated and discounted technology products, generously provided by corporate and nonprofit technology partners. The discounted software offered to nonprofits is full version software, no trial editions or additional purchases required. Membership is free and open to all nonprofit organizations.

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- Free Daily Downloads
- Community Forums
- Upcoming Technology Events Calendar

For more information visit www.techsoup.org.

GHS Calendar

- **November 8, 2007** – Congregation Mickve Israel, Savannah – 7pm
 - *The Genetic Strand: Exploring a Family History Through DNA* by Edward Ball
- **November 15, 2007** – First Baptist Church, Savannah
 - *Reading the Man: A Portrait of Robert E. Lee Through His Private Letters* by Elizabeth Brown Pryor
- **February, 2008** – Various locations
 - **Georgia Days: 275th Anniversary of Georgia's Founding**

From the Affiliates

Archibald Smith Plantation Home, Roswell

Fall Farm Days

October 13, 2007, 11 am – 3 pm

Free for the whole family! The Fifth Annual Fall Farm Days will be held on the beautiful grounds of the Smith Plantation. The event will feature artisan exhibits and demonstrations pertaining to life on a 19th-century farm, including blacksmithing, caning, open hearth cooking, petting zoo, wagon rides, weaving, and gold and gem panning (\$5). For more information, log onto www.archibaldsmithplantation.org or call (770)641-3978.

Children's Gingerbread Christmas at Smith Plantation

December 1, 2007, 10 am – 2 pm

Preparing and decorate gingerbread men for baking over the open hearth of the Plantation's 1863 Outdoor Cookhouse. In addition, children will prepare a craft to take home. Four 30 minute workshops are scheduled for 10:30 am, 11:30am, 1:00 pm and 2:00pm. The workshops are for children ages 5 and up and will be limited to 10 children. Advance reservation only. Call the Smith Plantation office at 770-641-3978. Deadline to register is Wednesday, November 21.

Candlelight Tour

November 24, 2007, 5-9 pm

Celebrate the season with Barrington Hall, Bulloch Hall & Smith Plantation as they present a joint Candle Lantern tour. All three sites will be open for touring with guides, music, and refreshments. A free trolley service will be provided between each of the homes. No reservations required. Passport ticket can be purchased at all three locations to include admission to three homes \$18 (Adults), \$15 (Children).

The Male Academy Museum, Newnan

The first annual Goblin Run 1 mile fun run and 5k race through historic Newnan will be held on Saturday, October 27, 2007 at 5 pm. The race will start at The Male Academy Museum on 30 Temple Ave in Newnan, and all proceeds will benefit the Male Academy Museum's scholarship fund. For more information call 770-251-0207.

Historic Augusta, Augusta

Walk with the Spirits

October 13-14, 2007, 3-6 pm

Walk with the Spirits through historic Summerville Cemetery and learn about some of Augusta's most prominent citizens. The cost is \$15 for adults, \$10 for 18 and under and \$10 a person for groups, not recommended for children under 5. Reservations recommended, refreshments provided by Poppyseeds Catering. To purchase tickets or for more information about this or our other programs, please contact Historic Augusta, Inc. by telephone at 706-724-0436 or visit www.historicaugusta.org

Historic Holiday Candlelight Tour

in partnership with Augusta Museum of History, Lucy Craft Laney Museum, Meadow Garden and Redcliffe Plantation

November 23-24, 2007, 4-8 pm

November 24, 2007, 1-5 pm

The seventh annual *Historic Holiday Candlelight Tour* will feature 1797 Ezekiel Harris House, Meadow Garden, Home of Lucy Craft Laney, and Redcliffe Plantation. For more information contact Historic Augusta at 706.724.0436, or visit www.augustamuseum.org. Tickets will be available at the door of each house on the tour, or in advance if you order by phone.

Gala Opening of Wilson 150: The Exhibition

December 6, 2007 – April 1, 2008

Celebrate the opening of a traveling exhibit which will examine our 28th President's rich legacy. *Wilson 150: The Exhibition* will be on view in Augusta at 415 Seventh Street from December 6, 2007 – April 1, 2008.

Woodrow Wilson Symposium

December 7, 2007, 9 am

The theme of the sixteenth annual Woodrow Wilson Symposium in Augusta, Georgia will be "Edith and Woodrow." Speakers will be Frank Aucella, Executive Director of the Woodrow Wilson House in Washington, D.C. and Bruce Clayton, emeritus professor at Allegheny College in Pennsylvania and co-author of *Southern Women*. The lecture will be held at First Presbyterian Church, 623 Telfair Street, Augusta, Georgia. For more information call (706)724-0436 or visit www.historicaugusta.org.

From the Affiliates (cont.)

Augusta Museum of History, Augusta
"The Origin and Role of Bush Field in World War II" Brown Bag History Series

November 14, 2007 - 11:30 am

Take flight with the Augusta Museum of History as the Museum's own Curator, Mr. Guy Robbins, presents a lecture on the origin and role Bush Field played in World War II. The lecture will highlight the creation of Bush Field during World War II as a basic flying school, operated by civilians under contract for the Army Air Force. Brown Bag programs are free to members and \$3 for non-members.

Holiday Gingerbread Village

November 28 - December 2, 2007 - 1-5 pm

Begin getting into the holiday spirit with the Augusta Museum of History at the annual Holiday Gingerbread Village. Peruse delectable and sugary historic buildings of the CSRA created by some of our area's best chefs and talented children! Cash prizes will be awarded by guest judges, including the Executive Pastry Chef at The Ritz-Carlton Lodge, Reynolds Plantation. From Wednesday, November 28 through Sunday, December 2, each historic-themed gingerbread house will be available through silent auction with proceeds benefiting the programs of Augusta Museum of History. This celebration set is free and open to the public.

Holiday Family Fun Day

December 1, 2007

Join the Augusta Museum of History for a special Holiday Family Fun Day. Families are invited for story time, crafts, movies, and the opportunity to enjoy the annual Holiday Gingerbread Village. Free with Admission to the Museum.

11th Annual Concert of Holiday Music

December 10, 2007 - 7:30 pm

The Augusta Museum of History presents the Augusta Collegium Musicum in the eleventh annual Concert of Holiday Music. Now in their Eighteenth Season, the Augusta Collegium Musicum is a small a capella chamber choir under the direction of Mr. William F. Toole. Enjoy the wonderful sounds of this talented group as they sing traditional holiday carols in both English and German. Light refreshments will be served, seating is limited. Proceeds will benefit programs of the Augusta Museum of History.

For more information on any of these programs, please contact the Augusta Museum of History at (706) 722-8454.

***Eternal Places:
 Discovering Georgia's Historic
 Cemeteries***

November 1-2, 2007

Augusta, Georgia

Georgia's cemeteries are revered and sacred places. They also provide glimpses into a community and the individuals who once lived there. People enjoy visiting historic cemeteries. They appreciate the restful, beautiful landscapes often containing intriguing monuments and gravestones. Many also come in hopes of discovering information about the lives of those buried within the grounds.

What can communities and organizations do to promote their historic cemeteries and encourage visitors? In turn, how do they protect these special places and ensure their long-term preservation and use? What should be included in a cemetery's preservation plan? How can a cemetery be a resource for researchers?

This conference will address these issues and more. Of special interest are the success stories of local groups working to protect and promote cemeteries across the state.

Eternal Places offers interesting presentations, cemetery tours, an opportunity for networking, educational materials, and hospitality. Registration is \$55 or \$25 for students. Register early, as space is limited.

Eternal Places is a statewide conference co-sponsored by: the Historic Preservation Division of the Georgia Department of Natural Resources; the Georgia Department of Economic Development; Historic Augusta, Inc.; and the Central Savannah River Area Regional Development Center.

For more information, contact conference coordinator, Carole Moore at 404.463.8434 or carole_moore@dnr.state.ga.us. For Registration questions, contact the registrar, Vivian Pugh, at 404.651.5177 or Vivian_pugh@dnr.state.ga.us.

From the Stacks

Describing Archives: Implementing DACS

By Kathryn Donohue, GHS Manuscripts Cataloguer

In 2006, the Georgia Historical Society began an Institute of Museum and Library Services, Museums for America, grant project transcribing all of its finding aids into electronic format and cataloging all processed collections. This process includes using the newest content standard devised by the Society of American Archivists (SAA), *Describing Archives: A Content Standard (DACS)*.¹ *DACS*, created in 2004 and adopted as a standard by the SAA in 2005, provides archivists with a content standard for the specific purpose of creating collection descriptions such as finding aids, MARC 21 catalog records, and Encoded Archival Description records. While archivists have had similar tools in the past, such as *Archives, Personal Papers, and Manuscripts (APPM)*, *DACS* is the first content standard that may be applied to finding aids in addition to catalog records. While aspects of *DACS* remain similar to those of basic cataloging standards, the shift in focus addresses many issues faced by the people who work in the very diverse and dynamic archival world.

DACS creates a uniform set of elements that can be used by all archival institutions for creating finding aids of every degree, from a broad collection level to a detailed item-level inventory. Before *DACS*, no content standard existed for archivists to follow when creating finding aids. The inclusion of information such as the biographical history and scope of the collection not only varied between finding aids within one repository, but also between repositories throughout the nation. Now, through the use of *DACS*, each finding aid implements the same elements. The Georgia Historical Society includes the following elements in its *DACS*-compliant finding aid template: collection number and title; date or date-span for collection materials; size of the collection, both the form (box, volume, etc.) and the cubic feet; the collection's creator or collector; acquisition information and the collection's custodial history (provenance); whether GHS expects accruals to the collection; the languages used in the collection; who at GHS processed the collection and when; any conservation notes regarding the collection; any access restrictions, including physical (i.e., if the materials are too

fragile for use) and technical (i.e., whether a microfilm reader is required for access); a publication rights statement; the collection's preferred citation format; any related collections; materials separated from the collection (such as artifacts); any published descriptions of the collection; the locations of copies in other repositories of manuscript collections for which GHS has the originals; notes of publication of materials in the collection; subject headings used as access points for the collection; a biographical or organizational history of the creating person or organization; a scope and content; and an inventory. This content standard allows anyone, patron or archivist, to access a *DACS* compliant finding aid in any repository using the standard and quickly understand and interpret the information contained within.

One of the most useful components of *DACS* is its allowance for the creation of subject headings such as personal names, family names, corporate names, and geographical locations, beyond those available in the traditional cataloging guides, such as the *Library of Congress Subject Headings*. Archivists continually work with archival collections for people and places whose names are extremely important for local and regional research, but for whom no current standards contain authority files. Of particular importance is *DACS'* allowance for the use of family names as collection creators and for the creation of headings for family names that previously were combined with similar family names and not allowed use in their original form. For example, "Milledge family," according to *LCSH*, should be used as "Millidge family." *DACS*, however, allows for the use of both forms, creating easier access for genealogists and other researchers looking for specific names.

In addition to the benefits *DACS* offers as a content standard for archival finding aids, it also creates a form that is compliant with both cataloging and encoding standards; it can be used with MARC21 and EAD records. By providing archivists with a standard format to follow, *DACS* both simplifies and expands the realm of archival collection finding aids.

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 **Winter 2008** issue.

Dated events should cover the dates: **January 15, 2007 – April 15, 2008**.

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
December 15, 2007***

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



Highlights

A bulletin for the Affiliate Chapters
of the Georgia Historical Society