Archives & L

History NEWS_

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From the Editor:

As we have stated in this space periodically over the past year, staff of the West Virginia Archives and History Library can not provide comment or information on newspaper articles, public activities or expressions of concern regarding our future status. Planning and decisions on such matters are not conducted at the Archives and History staff level. Please direct all telephone calls, e-mails and letters to Randall Reid-Smith, Commissioner of WVDCH; Kay Goodwin, Secretary of Education and the Arts; and/or to Governor Joe Manchin III. We are always glad to receive your support for Archives and History's programs, facilities and staff, and we continue to be at your service for West Virginia history and genealogy.



Navigate the Archives and History Library Catalog with Voyager®

The Archives and History Library now has a new Online Public Access Catalog (OPAC) called Voyager®, a product of Endeavor[®]. The new OPAC is much more modern and user friendly than the library's original online catalog, and is more similar to the catalogs available through most public, school and academic libraries today. Voyager® is shared by the Archives and History Library and the West Virginia Library Commission (WVLC) Library, and is searchable by selecting to view the holdings of either library separately, or both libraries together, although each library has its own version of a catalog homepage. An explanation of how to use the new catalog is provided in the *Helb* section online. In addition, tabs at the top of the screen link the user to the West Virginia Archives and History homepage, the State Archives page, and the West Virginia Memory Project, where finding aids to Archives holdings not included in the Voyager® catalog will be found.

Please note that this is still a work in progress, and not all of the

features are currently operational. We will be adapting the OPAC functions to suit the non-circulating status of the Archives and History Library, such as removing references to library cards since we will not be

issuing cards to patrons, yet creating a way that cardless patrons may set up personal accounts online that will allow them to save searches and build bibliographies for their own use.

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The Archives and History Library Reading Room

The Reading Room of the West Virginia Archives and History Library is the space through which the public is provided access to the book and microfilm collections of the Library and the specialized collections of the State Archives. The Security/Copy Desk by the entrance door, and the Reference Desk at the opposite end of the room are manned by Archives and History staff in rotating two-hour shifts.

When entering, patrons are asked to sign the Guest Register. No food, beverages, ink pens, markers, highlighters or self-adhesive notes are permitted. Pencils, pencil sharpeners and bookmarks are provided at both Library desks. Copy order forms are

available for noting the book title and page number of copies needed, and are to be left at the Security/Copy desk for photocopies to be made by the staff only. Letter size or legal size copies are \$.25 each, and ledger size copies are \$.50 each. All copies are paid for at this desk by cash or personal check. Change for the coinoperated reader printers and for parking (for Library patrons) is provided here. Several Archives and History publications may be purchased at the Security/Copy Desk as well. Upon departure, patrons are checked by the staff as a precaution against patrons absentmindedly carrying out

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Please bear with us as we encourage use of the regular search functions of the library catalog, as we continue to develop the full system.

The Archives and History Vovager® catalog homepage is located at http://archives.lib. wv.us:71. A link is provided from the Archives and History homepage. If the catalog page does not open for you, or if the search functions of the catalog are not working properly, you can also access the Archives and History catalog through the West Virginia Library Commission's Web site at http://vovweb. lib.wv.us/ or by clicking the Library Commission tab at the top right of the Archives and History OPAC. To search only Archives and History Library materials, choose "Archives & History Library collections" in the Quick Limits box. Reminder: If you find a title held by the West Virginia Library Commission Library, but not by the West Virginia Archives and History Library, you will need to visit the WVLC Library during their operating hours of Monday through Friday, 9:00 a.m. to 5:00 p.m. (closed on state holidays). The WVLC Library is a circulating library offering library card and interlibrary loan services. The Archives and History Library is a non-circulating reference and archival library with no patron borrowing or interlibrary loan services available.

If you have questions regarding the new OPAC, call Susan Scouras, Archives librarian, at (304) 558-0230, or e-mail Voyager@wvculture.org. Funding for the Voyager® project was provided by the Library Services and Technology Act administered by the Institute of Museum and Library Services and the West Virginia Library Commission.

What Happened to the Old West Virginia Union Catalog?

The West Virginia Union Catalog is no more. It had not functioned as a true union catalog for several years since only the WVLC Library and the West Virginia Archives and History Library were contributing new cataloging and updating previous records. All of the other libraries in the state had gradually obtained new catalogs or formed new catalog consortia and stopped participating in the Union Catalog. The new Voyager® catalog is a consortium between two libraries, the WVLC Library and the Archives and History Library, but also has a feature which allows searching of other libraries' catalogs. On the Voyager® search page, in the lower left corner, click on "Other OPACs" for a dropdown box listing libraries and consortia of libraries. You may select one, several or all OPACs to include in a single search. Libraries currently participating are listed at http://voyweb.lib.wv.us/remote.htm. Since each library must give permission for a search link to its catalog, not all West Virginia libraries are listed. New catalogs will be added as permission is received. If you have the old Union Catalog bookmarked on your computer, you may be able to use it for a few months more, but it will totally disappear for sure on June 30, 2008. We suggest you delete vour Union Catalog link and create a new Favorite, http://archives.lib. wv. us:71.

Editor Requests Information About West Virginia County Records

In preparation for an updated *Archives* and History News article on West Virginia County Court records, newsletter editor Susan Scouras would like to hear from any researcher who has found something amiss or confusing in microfilmed county records, such as records filmed out of order, years missing in a listed span (for example, a microfilm title page states 1844–1870, but 1863 is missing from the contents of the ledger itself), records missing or unavailable on microfilm but available at the courthouse (or vice versa), mis-titled or mis-numbered ledgers, etc. Anything humorous is very welcome, such as the fact that a certain county clerk apparently made use of a ledger on hand rather than purchase a new one, so that for several years that county's marriages were recorded on pages with the heading "Register of Conditional Sales." To learn about some

of the known situations in county records, see *West Virginia Archives and History News* for the following dates: February 2001, August 2001, May 2003, May 2004, October 2004, January 2006 and April 2006. Paper copies of the newsletter are available for reading in the Archives and History Library, are held in various West Virginia libraries, and are kept by some local historical and genealogical societies. All issues are available online at http://www. wvculture.org/history/ahnews/ahnews.html.

If you have found any similar problems with West Virginia County Court records available on microfilm, please call, write or e-mail the specifics to: Susan Scouras, West Virginia Archives and History Library, The Cultural Center, 1900 Kanawha Blvd. E, Charleston, WV 25305-0300, (304) 558-0230.



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Library materials, and as a deterrent to theft.

Unlike typical libraries, one will not be "shushed" here—staff members usually need to talk a great deal with patrons in order to determine individual research needs, to instruct in use of both equipment and resources, and to assist researchers in solving problems. Archives and History Library patrons also talk to each other to share knowledge. research strategies, and the comradery of mutual affinity for history and genealogy. Cell phone use, however, is not allowed. We ask that phones be muted or turned off, and all calls handled outside the Library. Personal laptops are allowed, preferably with sound turned off, and may be plugged into floor receptacles in the main Reading Room or into wall outlets in the Microfilm Reading Room. Scanners, cameras, and camera phones are not allowed.

The books and periodicals used by patrons most often are housed on the shelves of the Reading Room, while materials in lesser used Dewey ranges and items in need of greater protection are shelved in Closed Stacks. Only selected titles in these ranges that have been chosen for use

as Reference books will be found in the Reading Room. Reference and Ready Reference collections consisting of specialized encyclopedias, dictionaries, and atlases; a complete set of West Virginia Blue Books; the most current West Virginia State Code; bibliographies for history and genealogy topics: genealogy how-to and reference books; passenger and immigration lists; African American and Native American resources: DAR lineage books and indexes; land grant reference books; census indexes and transcriptions; Revolutionary War service resources, and much more, are maintained in the Reading Room. The Ready Reference section is located immediately behind the Reference Desk for use by the staff in quickly answering factual questions or identifying more in depth resources, particularly in response to telephone reference calls, but the section is accessible to patrons as well.

Portions of the Archives and History book collection falling within certain sections of the Dewey Decimal System 900 category of *History, Geography and Auxiliary Disciplines* are shelved in the Reading Room, with only multiple copies and more fragile items in these subject ranges

2008 Annual "Hoot Owl" Night in the Archives

The Mining Your History Foundation will be conducting its 9th annual "Hoot Owl" overnight research in the West Virginia Archives and History Library from 6:00 p.m. on Friday, April 4 through 8:00 a.m. on Saturday, April 5, 2008. Registered researchers will be "locked in" for events planned to include tours of the Closed Stacks and Processing areas of the Archives. Both beginning and experienced researchers will benefit from advice and assistance from recognized West Virginia genealogy experts. Participants are welcome to

bring pillows and sleeping bags, but most actually stay awake all night! Registration with a \$25.00 check or money order must be postmarked by March 28, 2008. Late registration, if space is available, will be \$35.00. Photocopy service for books and change for self-service microfilm printers will be available. For additional information or registration, contact Joe Geiger, Archives and History, (304) 558-0230, joe.geiger@wvculture.org, or Wes Cochran, MYHF, (304) 422-1774, wescochran@juno.com.

shelved in the Closed Stacks. Family histories are classified in 929.2, alphabetically by the main family name. West Virginia and Virginia county record transcription books are classified in 929.3, intermingled alphabetically by county name. County record transcriptions for counties in West Virginia's border states of Kentucky. Ohio, Pennsylvania and Maryland follow the West Virginia/Virginia books on the shelves. Similarly, West Virginia state, regional and county histories are shelved in the Reading Room, in the 975.4 range. State, regional and county histories for Virginia, Kentucky, Ohio, Pennsylvania and Maryland are kept in the Reading Room as well. Due to lack of space, transcription and history books for most other states have been moved to Closed Stacks over the years as the West Virginia collections have grown.

Many of the family histories, census transcriptions and county record transcriptions are not commercially published books, but are self-published manuscripts (printed from a desktop personal computer or photocopied from a typescript), "vanity press" limited run books, copies made by job printers, or unpublished family history manuscripts and genealogical charts donated directly to the Archives and History Library by the author, a family member or a genealogical/historical society. Many of them are not commercially bound. having been received in spiral wire bindings, plastic comb bindings, three-ring notebooks, two-prong report folders, or stapled with some type of cover. Rather than placing these titles in our Manuscript Collection housed in Closed Stacks, the Archives and History Library sends them to a professional bindery so they can be bound in sturdy library bindings, then cataloged as books and

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placed on the Reading Room book shelves for open access by patrons.

A sizeable portion of the Library's Civil War book collection is maintained in the Reading Room for browsing, and for quick reference by both staff and patrons. While the index volumes for The War of the Rebellion are on the shelf, the actual set of books has been moved to Closed Stacks due to lack of space. The most recent edition of a work is kept in the Reading Room, while earlier editions and multiple copies are in Closed Stacks. Other Civil War books may fall in classification areas that automatically place them in Closed Stacks, such as biography, government, armed forces, economics, manufacturing, and abolition.

Many of the Reading Room titles are irreplaceable in that only a few copies were printed originally, and those few copies belong to family members or associations, historical or genealogical societies, or specialized library collections that will not or can not copy, sell or republish them. Copyright law is very complicated, and copyright is assumed to apply to all written material, whether it is stated in the publication or actually registered with the U.S. Copyright Office. Holders of such material can not provide complete copies of anything issued after 1923, for instance. Policies of "implied copyright" and "fair use" are kept loosely defined on purpose, but most research libraries apply them very conservatively. Libraries with public copy machines can put the onus of copyright violation on the patrons who make their own copies, but libraries such as the Archives and History Library that do not allow patron self-copying due to the nature of their collections must be more careful.

The Archives and History Library subscribes to every regular newspaper printed in West Virginia, with the exception of a handful of Page 4

donated free newspapers. The most recent copies of 94 newspapers (usually the most recent week's copies of a daily paper and the most recent month's copies of a weekly paper) are shelved in the Reading Room for browsing by patrons. Earlier issues are in Closed Stacks or on microfilm. In the same row of shelves patrons will find current copies of genealogical and historical organizations' newsletters. Magazines focusing on the Civil War, World War II and genealogy are nearby. More periodical titles and back issues of all newsletters and magazines are available upon request from Closed Stacks.

The full series of several important historical and genealogical journals are shelved in the Reading Room: The New England Historical and Genealogical Register, Confederate Veteran, Tyler's Quarterly, Virginia Magazine of History and Biography, and William and Mary Quarterly. The well-known Virginia Historical Index, by Earl Gregg Swem, which indexes the last three cited periodicals and four other resources, is shelved with those materials for handy reference in the Reading Room. Many more current and historical periodicals

Web Site of Interest

Official Web site of the Scrapbook Preservation Society, www. scrapbookpreservationsociety.com. The home page states: Our mission is to collect, review, organize, and distribute science-based preservation information to the scrapbook community through the publication of preservation guidelines, informational article, and technical papers, and through the presentation of educational programs. The Web site includes a scrapbook preservation terminology section and over a dozen articles on various aspects of preservation of both entire scrapbooks and specific elements of scrapbooking.

are available on request from Closed Stacks.

Computers with Internet service are provided for patron use for genealogical and historical research. Ancestry Library Edition and HeritageQuestOnline, subscription databases for genealogy and history, are available free to the public through these computers. (Remote access is not available.) A printer supplies computer printouts for \$.25 per page.

The Microfilm Reading Room and the Microfilm Storage Room are accessed through the main Reading Room and are considered to be part

Archives and History News is available on the Archives and History Web site http://www.wvculture.org/history/ahnews/ahnews.html

of the Reading Room. The staff member at the Reference Desk assists with use of the microfilm readers, printers, and the microfilm collection. The Microfilm Storage Room houses the U.S. Census from 1810 to 1930, county courthouse records from all 55 West Virginia counties and some border counties; Personal Property Tax lists from the 1700's to post-Civil War years; miscellaneous federal records, including Native American census; West Virginia Dept. of Health birth, death and marriage indexes; and many, many reels of West Virginia newspapers dating from the early 19th century through the 21st. Patrons search for their information using the microfilm readers in the Microfilm Reading Room, then take the needed rolls of microfilm into the main Reading Room to make photocopies on the microfilm reader-printers. The Library's four self-service coin-operated microfilm reader-printers are located within the

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Reading Room, providing the ability to make 8½" x 11" copies for \$.25 per page, and 11" x 17" copies for \$.50. In addition to the self-service copiers, staff microfilm copying service is available at \$.50 per 8½" x 11" page and \$1.00 per 11" x 17" page. Copies of West Virginia Dept. of Health Vital Registration birth and death records, and West Virginia land grants, all semi-closed records with statutory fees, are made by staff only.

All collections of the State Archives, including Photographs, Manuscripts, Special Collections, Maps, Archival Collections, Government Documents, and Yearbooks, as well as Rare Books and all Closed Stack books, pamphlets, and clipping files are available upon request to any patron. Patrons fill out call slips and give them to the Reference Desk staff member, who will retrieve the items and bring them to the Reading Room for patrons to use. While some Closed Stack items may be used anywhere in the room, the specialized collections are viewed at reserved tables near the Reference Desk. Patrons are given a brief sheet of usage rules and are required to fill out and sign a one-page form for use of these collections.

Service and fee guidelines regarding use of the Archives and History Library and its collections are found on our Web site at http://www.wvculture.org/history/rr.html.

Kanawha Valley History Center Starts "Young Investigator's Club"

The Kanawha Valley History Center has started an interesting new program for school age children called the Young Investigator's Club. Each student will receive a code book to use in solving investigations created for them. Other activities will include a book reading, crafts, games, movies and more on the first Saturday of each month, from noon until 2:00 p.m. The Center is also offering two classes during February and March, *Genealogy Research* and *Writing Family Histories*. Located in the Rand Community Center, the Kanawha Valley History

Center is open on Wednesdays from 9:00 a.m. to 12 noon, and on the first Saturday of each month from 11:00 a.m. to 4:00 p.m. The History Center is a genealogy and local history research library with a reference collection and computer access available. For more information, contact Linda Hoskins, Director, at (304) 925-2438, or the Kanawha Valley History Center, Rand Community Center, 5701 Church Drive, Rand, WV 25306-6001, (304) 542-3817.

I s your West Virginia historical or genealogical organization offering programs or classes about family history or local history?

Does your society have a reference library that is open to the public?

Does your local public library have a sizeable genealogy and local history collection?

West Virginia Archives and History News Wants to Know!

Send information on your activities and services (particularly research services) regarding history and genealogy to:

Susan Scouras, Editor, West Virginia Archives and History News

susan.scouras@wvculture.org Archives and History Library, The Cultural Center, 1900 Kanawha Blvd., East, Charleston, WV 25305-0300

Please include contact information.



Why Microfilm?

By Don Litzer

Reprinted with permission from *Genealogy Gems: New from the Fort Wayne Library*, No. 47, January 31, 2008.

Microfilm and microfiche, collectively called "microtext" at the Genealogy Center [Fort Wayne Library, Allen County Public Libraries, Fort Wayne, Indiana], have long been valued as low-cost, reliable, standardized, and preservationally stable storage media for document images. The Genealogy Center has been able to purchase, accumulate, and make available millions of otherwise unavailable or unaffordable records through a microtext format. However, as computers and the Internet have heightened expectations for ease and speed of information access, to some researchers microtext seems archaic, dowdy and cumbersome. Should genealogists still care about microtext?

Microtext images may be the closest a researcher can get to a document's original. In some cases, as with the 1900, 1910 and 1920 U.S. federal censuses, where original copies were destroyed after filming, microfilm is literally the best available copy.

It is also erroneous to presume that any digitized image is an optimal rendition of an original. The collective utility of U.S. federal census

Avoid Parking Hassles and Visit the Library During Off-Peak Hours

Parking is a major problem for many research facilities, especially those in busy government facility clusters where activity peaks during mid-day on work days. The West Virginia Capitol Complex area is no different in this regard, with public parking especially scarce during Legislative sessions, but Archives and History Library patrons have an option that few Complex visitors have—come during non-business hours Monday through Thursday evenings until 8:00 p.m, Saturdays from 9:00 a.m. to 5:00 p.m, and the six to eight state holidays (May Primary Election Day and November General Election Day

varies from year to year) per year that the Library is open. Unless there is a security guard present in the parking lot, visitors may park anywhere (except handicap spaces unless with a permit), including permit parking areas, and do not have to pay the parking meters. One caveat: Although patrons are always requested to contact the staff regarding use of Special Collections, Manuscripts, Photograph or Audio-Visual Collections, etc., prior request is imperative for visits during off-peak hours when the full Archives staff is not available.

Permission to reprint articles from West Virginia Archives and History News is granted, provided:

(1) The reprint is not used for commercial purposes, and (2) the following notice appears at the end of the reprinted material: Previously published in *West Virginia Archives and History News*, [Volume and issue numbers], [Month, Year], a publication of the West Virginia Division of Culture and History.

images produced by Ancestry.com (in grayscale) and HeritageQuest Online (in black-and-white) testify that no one method is always best. Individual scanned pages may bring out faded text in one section, but thus render another section unreadable—detail possibly recoverable in the microtext image. It may require the efforts of a persistent researcher to discover that a scanned image is of optimal quality.

A case in point is the New York State Census Collection, digitized by Ancestry.com and held, in large part, by the Genealogy Center in microtext format. A search for "Sally Casselman" at Ancestry.com's basic Historical Records search screen will lead you to page 2 of the 1892 census for Busti District, Chautaugua County, New York, where Sally is enumerated. The names immediately to the left of Sally's are impossible to read-on Ancestry's scanned image. However, on the microfilm of that same document, those persons are identifiable using the Genealogy Center's S-T Imaging digital film viewer. The 58, 31, 28, 5 and 3-year old persons identified only as "Stoddard" in Ancestry's every-name index are revealed as Orlando J., Merle C., Mary, Clayton, and Abbie Stoddard. The twelve persons following the Stoddards, omitted from Ancestry's index altogether, can also be identified, including Hulda Carlson, age 17, domestic, born in Sweden, Since another 17-year old Hulda Carlson, born in the U.S. is enumerated only two pages lager in the same district, a Carlson genealogist searching for western New York ancestors might be confused and mislead!

For the above reasons among others, while digitization provides an important tool for accessing original documents, it is extremely likely that microtext resources will continue to

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be a source of authoritative research, well into the future. [*Genealogy Gems* is a publication of the Allen County Public Library's Genealogy Center. To subscribe to this e-zine visit www. GenealogyCenter.Info]

A Wealth of Experience in the State Archives

Robert L. Taylor, library manager of the West Virginia Archives and History Library, celebrated thirty years of full-time employment in Archives and History in February 2008. The Archives and History staff surprised him with a hot dog lunch and a cake. In reminiscing about Bob's years with the Archives, the staff realized many of the employees present had significant years of public service in the State Archives. The service time of the current 18 employees of Archives and History adds up to 267 years, with 8 employees having 19 to over 31 years of service and 9 employees having 6 to over 9 years of service. The only exception is the holder of the Records Management and Preservation position, which was not created until July 2005. The current longest serving employee is Harold Newman, microfilmer and library assistant, with 31 years and 8 months of service.

Quick Guides Now on Web Site

The Quick Guides for West Virginia birth, death and marriage records that were included in the recent series of *Archives and History News* articles are now available on our Web site as part of our Staff Research Guides feature. Each has been re-formatted into a one-page handout, with a citation

Calendar of Events

Please check our web site (http://www.wvculture.org/history) for genealogical and historical society meeting announcements, and for more complete information on activities listed below.

PRESIDENTS' DAY, February 18:

Archives Library will be open.*

HISTORY DAY AT THE LEGISLATURE,

February 21, 2008: The Capitol Complex, Charleston.

HISTORY HERO PROGRAM, February 21, 2008:

The Norman L. Fagan West Virginia State Theater, The Cultural Center, Charleston.

WEST VIRGINIA ARCHIVES AND HISTORY COMMISSION MEETING, February 22:

The Norman L. Fagan West Virginia State Theater, The Cultural Center, Charleston.

RECORDS MANAGEMENT AND PRESERVATION BOARD MEETING, February 29: Waterfront Inn, Morgantown.

9TH ANNUAL "HOOT OWL" RESEARCH IN THE

ARCHIVES, April 4–5: Sponsored by Mining Your History Foundation, West Virginia Archives and History Library, The Cultural Center, Charleston.

ELECTION DAY, May 13: Archives Library will be open.*

VANDALIA GATHERING, May 23–25:

Capitol Complex, Charleston.

MEMORIAL DAY, May 26: Archives Library will be closed.

WEST VIRGINIA DAY, June 20: Archives Library will be open.*

*Only the Archives Library will be staffed—all other Archives offices will be closed.

The West Virginia Library Commission Library in the Cultural Center is closed weekends and all holidays.

at the bottom for the full newsletter article (also available online at http://www.wvculture.org/history/ahnews/ahnews.html). You will find Staff Research Guides listed on the Archives page of our Web site at http://www.wvculture.org/history/wvsamenu.html. Feel free to print copies for your

own use and to distribute to fellow researchers. If a society would like to reprint one or more of the guides in a society newsletter, permission is granted with the usual stipulation that the source of the material be correctly cited. West Virginia Division of Culture and History The Cultural Center 1900 Kanawha Boulevard East Charleston, WV 25305-0300

We would love to hear from you.

Let us know what you find helpful in the newsletter, and what new topics you would like covered.

Contact West Virginia Archives and History News Editor Susan Scouras, (304) 558-0230, Ext. 742, or by e-mail: susan.scouras@wvculture.org.



•West Virginia

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Ed Hicks	
Mary Johnson	Historian
Terry Lowry	Library Assistant (Veterans records)
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Sharon Newhouse	Secretary
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Susan Scouras	Librarian (cataloging, Kentucky, library collection, newsletter editor)
Jaime Simmons	Library Assistant (records of the 1700's and early 1800's, Pennsylvania)
Bobby Taylor	Library Manager
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