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## Archival Chronicle: Vol 3 No 4

Bowling Green State University. Center for Archival Collections

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# Archival Chronicle

January, 1985

Vol. 3, No. 4

EDITOR: J. A. Robins

## FROM THE DIRECTOR...

On April 4, 1985, the Center will host a conference on Local History. It will be held at the University Union from 9:00 am to 5:30 pm. Planned sessions include Researching, Writing, and Publishing Local History; Historic Preservation; Historical Societies and Museums; and Family/Women's History. Dr. Joseph Arpad will present his film production "The Ohio Oil and Gas Boom". A plenary scheduled with Mr. John Egerton, author of "Generations: An American Family". Registration announcements will be mailed in February.

## CONSERVATION

Preservation Points--What to Do If Disaster Strikes It is always best to know beforehand what action to take in case of an emergency. Here are some suggestions for dealing with water-damaged books. Whether water damage has resulted from burst pipes, leaking extinguisher systems, or fire-fighting equipment, quick action is the key. Once the effected area has been declared safe from electrical hazzards (and not before!) it is essential to begin rescue operations for drying and/or freezing water-damaged volumes.

Shelf-stored books that have been water-logged may swell and wedge themselves within 24 to 48 hours. If it is the time of year when humidity and temperature are both high, mold and mildew will start appearing on wet books almost immediately. Conservationists recommend that books be wrapped in freezer paper or plastic bags and placed immediately in a low-temperature freezer. Do not place a stack of wet books in the freezer without putting paper or plastic between them. By quickly freezing them, you are halting the action of the water on the paper, which warps and weakens the book. Then, after the disaster is under control, you may bring them out of the freezer at your leisure, weeks or even months later.

To dry books, set them on edge and fan the pages out. Have fans running continuously in the room to keep the air moving. You may want to use dehumidifiers to remove excess moisture from the air. Place plain paper towels or thymol-treated paper sheets between the pages of damp books. Thymol is an effective fungicide that will not harm paper. Thymol crystals can also be placed near the fans to deter the formation of mold and mildew on the drying books. Do not place books in an oven to dry them out! Large quantities of books that have been water damaged have been successfully freeze-dried in special chambers. Usually these facilities are owned by the government or by a large corporation.

Disaster preparedness includes having these supplies on hand, or knowing where to find a supplier who can ship them to you immediately when they are needed. Make some arrangement with local facilities that have special freezing equipment--your own kitchen freezer will not usually be cold enough to stop the action of water on your books. If you would like more information about disaster recovery, check with your nearest college or university library, or write to the Conservation Department at the Center for Archival Collections.

## LOCAL GOVERNMENT RECORDS

Chancery Records Many researchers overlook a little-known record kept in the Clerk of Courts office in county courthouses: the Chancery Record. This record is especially important for local history research prior to 1850. Genealogists should be very aware of this record, as it contains many records of the pre-1850 period which we often think of as probate records. Chancery records contain wills, guardianships, estate settlements, partition (division of property) cases, plus naturalizations, divorces, civil suits. Minister's and justice of the peace licenses also may be found in these volumes.

The following is a list of the Chancery records we have at the CAC in volume form and on microfilm: Allen 1833-1857; Crawford 1831-1854; Defiance 1845-1864; Erie 1839-1857; Hancock 1847-1856; Hardin 1842-1846; Henry 1850-1853; Huron 1822-1901; Lucas 1836-1855; Ottawa 1841-1854; Paulding 1840-1866; Putnam 1850-1860; Sandusky 1845-1856; Seneca 1825-1860; Van Wert 1839-1855; Williams 1841-1857; Wood 1823-1856; and Wyandot 1846-1855.

New Acquisitions in Local Records:

- FULTON COUNTY: Birth Records 1867-1951; Records of Birth Registration and Correction 1870-1920; General Index to Births; Death Records 1867-1951; Marriage Records 1867-1930
- CRAWFORD COUNTY: Marriage Records 1831-1983; Index to Marriages
- HENRY COUNTY: Will Records Vol. 1-7 (1852-1899); Birth Records 1867-1921; Death Records 1867-1921; Records of Birth Registration and Correction 1941-1964; Marriage Records 1847-1930
- HURON COUNTY: Birth Records 1867-1908; Death Records 1867-1908; Records of Birth Registration and Correction 1867-1908; Naturalization Records Vol. 1-4 ; Marriage Records 1815-1980
- SANDUSKY COUNTY: Kelley's Island: Township Trustee's Minutes 1883-1890; and Justice of the Peace Civil Dockets 1876-1907
- SENECA COUNTY: Birth Records 1867-1909; Death Records 1867-1908; Marriage Records 1841-1916; Naturalization Records 1859-1905
- WILLIAMS COUNTY: Birth Records 1867-1943; Death Records 1867-1943; Marriage Records 1824-1918; Will Records 1809-1911; General Index 1868-1924

For more specific information about local government records at the CAC, ask to see the Inventory for the County which you are researching.

## RARE BOOKS REPORTS

The Rare Books Department at the Center possesses an extensive collection of material both by and about author Ray Bradbury, who is best known for his works of science fiction. The literary manuscripts, correspondence and other uncataloged material from the Ray Bradbury Collection is more easily accessible to users now that the finding aids have been completed. These materials are listed in both the Index to the Ray Bradbury Collection and in the card catalog in the Reference Area at CAC.

The books in the Guymon Detective Fiction Collection will become available for use during the next few months as the cataloging of that collection moves into high gear. This is a large collection of detective and mystery novels, including works in many different languages.

## NORTHWEST OHIO HISTORIC PRESERVATION OFFICE

The American Studies Program of Bowling Green State University was recently awarded a grant from the main Ohio Historic Preservation Office in Columbus, Ohio, to nominate a significant portion of the City of Clyde to the National Register of Historic Places. Scheduled to begin during the Spring semester, the project will focus on the theme of Sherwood Anderson's use of the community as the background for several of his literary works. The project participants will work closely with the Northwest Regional Office at the CAC.

The City of Defiance is on its way to becoming a Certified Local Government. Funded by a grant from the Ohio Historic Preservation Office (Columbus), the city is currently preparing an ordinance designed to protect the historic character and appearance of downtown Defiance while planning for its economic rebirth. This office is working closely with the city to identify its historic structures and to develop a meaningful historic preservation ordinance.

The Findlay Downtown Historic District will soon be listed on the National Register of Historic Places. Prepared by the Center for Archival Collections, in conjunction with the Northwest Regional Office, this district nomination was the result of a one-year project to inventory Findlay's historic resources. The district nomination information is already being utilized in the downtown marketing study currently being undertaken by the City of Findlay.

In other news, the Dixon Hotel Block, located in the St. Clair Historic District, just south of the proposed Toledo Convention Center, and the Commodore Perry Hotel in Toledo may soon be rehabilitated. Pending the success of obtaining federal funding, the projects will sensitively rehabilitate these historic buildings and will continue to be coordinated and reviewed by this office.

## REFERENCE SERVICES

From the Editor: Correction! The June 1984 issue of the "Chronicle" posted the recent acquisition of Grace Luebke's "Ottawa County Marriage Records". Please note that we have the entire work, not just the index as was indicated in the June issue. It covers Ottawa County marriage records from 1840 - 1880 and 1885 - 1913.

Access Points Detailed Inventories of local government records at the CAC are available for all but one of the 19 Northwest Ohio Counties that comprise our region. Each Inventory is arranged alphabetically by office, and includes the title of each record series and its inclusive dates. The Inventories are periodically revised as new materials are accessioned.

The Reference Area at the CAC now houses the Jerome Library's copies of the "National Union Catalog of Manuscript Collections". NUCMC is a listing of manuscript collections that are available to researchers on all topics. The list is compiled from manuscript repositories throughout the country.



New Image at the CAC: Visitors to the CAC will be met by a bright new look in the Reference Area. Two walls formerly covered by murals will now be used to display copies of photographs selected from the CAC's extensive photographic collections. These photographs, like the one at left, document all aspects of life in northwest Ohio, and can be duplicated for use by researchers on a cost-recovery basis.

ANNOUNCEMENTS

The Ohio Historical Society has announced that microfilm copies of the "Ohio County History Surname Index" are now available for purchase or for interlibrary loan. The index covers 450,000 names on 64 rolls of microfilm. For more information, contact the Reference Department at the CAC or the Ohio Historical Society.

The Michigan Genealogical Council has announced that the "Michigan Surname Index" is available for purchase only. This index includes 52,000 entries and contains the addresses of 57 Michigan genealogical societies. Contact the Reference Department at the CAC or the Michigan Genealogical Council for details.

MANUSCRIPT COLLECTIONS AND UNIVERSITY ARCHIVES

Described below are selected manuscript collections from the northwest Ohio region that have recently been acquired by the CAC and are available for research.

Family/Personal Collections

George and Myrtle Phillips Collection (Paulding and Cincinnati, Ohio) 1900-1976  
This collection includes the diaries and correspondence of Myrtle Phillips, and the notebooks and educational writings of George Phillips, as well as photographs.

Dr. B. F. Davis Ledgers (Tontogany, Ohio) 1865-1906  
This collection consists of the Doctor's financial and visit/prescription ledgers.

Business Records

Newill-Planson Funeral Home (Delta, Ohio) 1910-1946  
Funeral home registers.

The Tiffin Glass Company (Tiffin, Ohio) 1891-1940s  
Financial records, production and distribution ledgers, annual reports, industrial/tax appraisals, designs of glassware, and photographs of the U. S. Glass Company and subsidiaries. This collection documents an important industry in the history of Ohio, and will be open to researchers by April, 1985.

ACQUISITIONS

Church Records on Microfilm (Church Records generally include baptismal, confirmation, marriage, and death records; occasionally these collections also will include such administrative church records as the minutes of meetings, etc.)

- Salem Reformed Church (Holmes County, Ohio) 1875-1931
- German Reformed Church (Piqua, Ohio) 1873-1910
- Trinity Reformed Church (Friendsville, Ohio) 1872-1935
- German Reformed Church (Jeromeville, Ohio) 1846-1876
- German Reformed Church, McCutcheonville Congregation (McCutcheonville, Ohio) 1841-1873
- Berwick Reformed Church (Berwick, Ohio) 1851-1868
- Salem United Brethren Church 1873-1901
- First Presbyterian Church (Norwalk, Ohio) 1830-1950
- East Chesterfield Church of Christ Disciples (Lyons, O) 1887-1949
- St. John's Lutheran Church (Holgate, Ohio) 1876-1941
- Enterprise Circuit of the Methodist Episcopal Church (Ohio City, Ohio) 1883-1911
- St. Paul's Episcopal Church (Put-In-Bay, Ohio) 1865-1962

Church Records on Microfilm, continued

Evangelical German Reformed St. Peter's Church (Holmes Township, Crawford County, Ohio)	1857-1892
Bucyrus Circuit-Muskingum District Methodist Church	1887-1929
Peace Lutheran Church (Port Clinton, Ohio)	1895-1933

Newspapers on Microfilm

## EDON, OHIO

<u>The Edon Independent</u>	November 29, 1912-April 27, 1916
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<u>The Edon Commercial</u>	May 4, 1916-December 27, 1939 (Some missing dates)
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## MILAN, OHIO

<u>The Milan Ledger</u>	1892-1910 (Scattered dates) 1912-1968
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<u>The Voice</u>	April 30, 1969-April 21, 1971
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<u>The Erie Echo</u>	October, 1924-May 1929 (Some missing dates)
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<u>The Milan Tribune</u>	September 22, 1843-September 20, 1848 September 27, 1848-April 1, 1851
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<u>The Milan Advertiser</u>	1871-1877 (Scattered dates) January 31, 1880-December 27, 1882 January 6, 1883-December 27, 1884
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## ...AND MORE ACQUISITIONS

Putnam County Historical Society. PORTRAIT AND BIOGRAPHICAL RECORD OF PUTNAM COUNTY, 1984. (Reprinted from the 1896 edition published by A. W. Bowen & Company)

Pascoe, Patty Pahm, compiler. CHRIST AND ANNA: DESCENDENTS OF ANTON BACH, JACOB DAMM, JOHN HARTMAN, GEORGE KREMER AND JOHN YOCUM, 1980.

Remler, Mary H., editor. HAMILTON COUNTY, OHIO BURIAL RECORDS, 1948.

Medina County Genealogical Society. TOMBSTONE INSCRIPTIONS FROM THE CEMETERIES IN MEDINA COUNTY, OHIO, 1983.

Brossia, Richard and Martha. THE JOHN GEORGE BROSSIA REUNION, 1976.

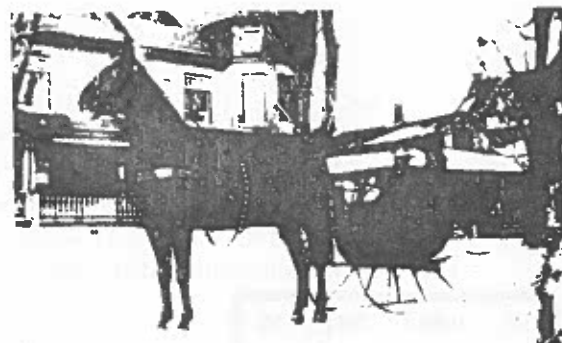
Spaeth, Esther, and Joyce Rossman, editors. JENERA'S ONE HUNDRETH: A HISTORY OF EVENTS IN THE TOWN OF JENERA, OHIO, 1883-1983. 1983.

Cuyahoga/West Chapter, Ohio Genealogical Society. INDEX, CUYAHOGA COUNTY, OHIO CORONER FILES 1833-1900. 1983.

Fairfield Chapter, Ohio Genealogical Society. INDEX TO NATURALIZATIONS OF FAIRFIELD COUNTY, OHIO, 1982.

" . INDEX TO 1870 U. S. CENSUS, FAIRFIELD COUNTY, OHIO, 1983.

" . EARLY FAIRFIELD COUNTY, OHIO MARRIAGES. 198-





Center for Archival Collections  
 5th Floor, Jerome Library  
 Bowling Green, Ohio 43403  
 (419) 372-2411  
 Cable: BCSUOH

Holdings: Northwest Ohio  
 University Archives  
 Great Lakes

TRADERS' CORNER

Duplicate items being offered for sale by the CAC:

- Bowling Green State University Key Yearbook  
 1 volume each: 1950, 1959, and 1970 \$5.00 each
- Toledo, Ohio City Directory  
 1 volume each: 1950, 1966, and 1978 \$10.00 each
- Toledo Suburban Directory  
 1 copy: 1978 Two copies: 1977 \$10.00 each
- Freemont, Ohio City Directory  
 1 volume each: 1941, 1944, 1946, 1947  
 1957, 1958, 1960, 1962  
 and 1967 \$7.50 each
- Wood County Directory:  
 1 copy: 1971 Two copies: 1947-1949 \$5.00 each
- The Edinburgh Almanack, Edinburgh, Oliver & Boyd,  
 1829 (poor condition) \$30.00

CENTER FOR ARCHIVAL COLLECTIONS STAFF

- Paul D. Yon, Director  
 Ann M. Bowers, Assistant Director / University Archivist  
 Diane V. Gagel, Local Government Records  
 Linda Kidd, Secretary  
 Regina K. Lemaster, Conservator  
 Marilyn I. Levinson, Cataloger  
 Judith A. Robins, Reference Archivist  
 Nancy G. Steen, Rare Book Librarian

VISITATION HOURS AT THE CAC

- Monday 8:30-8:00  
 Tuesday-Friday 8:30-4:30  
 Sunday 4:00-8:00

Hours subject to change in accordance with the  
 schedule of the Jerome Library.

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