



DHPS | NY *news*

DOCUMENTING DHPSNY'S ADVENTURES IN THE EMPIRE STATE

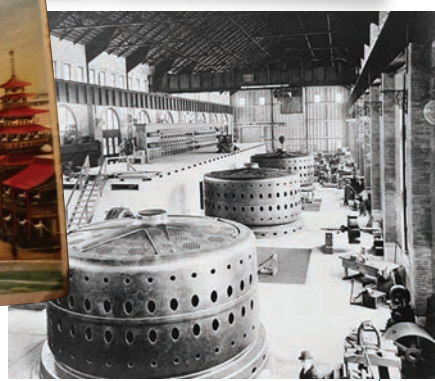
FALL 2019

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VIEW FROM THE ROAD: Our Third Year in Site Visits, Conferences, and Workshops

Since the last issue of *DHPSNY News* went to press in the fall of 2018, **Documentary Heritage and Preservation Services for New York (DHPSNY)** saw another successful program year. Expanding in scope, scale, reach, and community, DHPSNY delivered a variety of quality services and programs to a record number of New York State's collecting institutions, resulting in positive, lasting impacts. To help get there, DHPSNY welcomed Archives Specialist Kate Philipson and Communications Coordinator Marissa Halderman to the team—who, together with Program Manager Anastasia Matijkiw and Preservation Specialist & Conservator Gillian Marcus, traveled over 22,000 miles across the State, bringing the total number of organizations awarded free Planning & Assessment Services to 120 while also continuing to deliver workshops and present at conferences and meetings. Let's take a look back at some of the highlights from the team's past year on the road.



From top: Syracuse Polish Community, Inc., Coney Island Museum, Niagara Falls Public Library, and Syracuse Polish Community, Inc.

Site Visits

In the Fall of 2018, the DHPSNY team was busy visiting sites selected from the Summer 2018 Planning & Assessment Round. In October, we traveled to Mt. Morris (Livingston County) for a Preservation Survey at the **Livingston County Historian's Office**, whose extensive historical archives and special collections feature local history. The team was especially impressed

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with the Office's unique Operation Morale collection, which provides an invaluable documentation of the Vietnam War era in Livingston County, containing over 1,000 surveys and hand-written letters of appreciation, photos, and cards. Other visits from this round included Archival Needs Assessments at the **Upper New York Conference of the United Methodist Church** in Liverpool (Onondaga County) and **Syracuse Polish Community, Inc.** in Syracuse (Onondaga County).

As we approached the end of the year, we had two memorable visits to New York City. In early December, we conducted an Archival Needs Assessment at the **Coney Island Museum** in Brooklyn (Kings County), the world's premier collection of Coney Island artifacts, photographs, and ephemera. Our final site visit of 2018 was a Preservation Survey at the **NYC Municipal Archives** in Manhattan (New York County), where we got an up close and personal look at some of New York City's most valuable research materials, including the Bodies in Transit registers. These unique records detail the transportation of corpses into, out of, and through the city from 1859-1894, documenting a wide range of individuals, including

many soldiers transported from Civil War battlefields and the body of President Lincoln on its way through New York.

January and February are light travel months for DHPSNY site visits, as we try to avoid the dangerous driving conditions and cancellations that can accompany New York winters. Braving the weather, however, we journeyed to **Bard College's Stevenson Library** in Annandale-on-Hudson (Dutchess County), for a Strategic Planning Assistance meeting. Stevenson Library's collections tell the history of Bard College and the surrounding region with materials ranging from the College's rare books and publications to regional farm, business, and military records.

As the winter weather began letting up in early March, we headed to the **Merchants House Museum** in Manhattan (New York County) to conduct a Condition Survey, a DHPSNY service category that evaluates a selected collection on the condition of the materials, housing and storage, and its conservation treatment needs. On site, we examined the Merchants House Museum Book Collection, which consists of 314 volumes that belonged to the Tredwell family in the 19th century.

Throughout the summer, we visited sites selected from our Spring 2019 Planning & Assessment Round. We started with Preservation Surveys at the **Town/Village of East Rochester** in East Rochester (Monroe County) and the **YIVO Institute for Jewish Research** in Manhattan (New York County). We continued with Archival Needs Assessments at **Baker Victory Services** in Lackawanna (Erie County) and the **Kanestio Historical Society** in Canisteo (Steuben County).

In early fall, we traveled north to visit the **Saint Regis Mohawk Tribe** in Akwesasne (Franklin County). The Saint Regis Mohawk Tribe were awarded DHPSNY Strategic Planning Assistance in our Spring 2019 application round and became the first Federally Recognized Tribe to receive DHPSNY services. There, we met with our collaborators at the **New York Council of Nonprofits (NYCON)** and facilitated a meeting with key stake-holders in the tribal community who are directly involved in developing a new Akwesasne Heritage Complex. We were impressed by their dedication to sharing and preserving the Akwesasne Mohawk's dynamic, influential culture—including their distinctive heritage, language, and traditional beliefs which continue to thrive.



Conferences

Early last fall, DHPSNY Communications Coordinator emeritus Jason Henn attended the **Greater Hudson Heritage Network (GHHN) Annual Conference** at Bard College in Annandale-on-Hudson (Dutchess County).

In October, Anastasia traveled to Manhattan (New York County) for the **Conservation Center for Art & Historic Artifacts (CCAHA) Now! And Then? Preserving Modern and Contemporary Collections in Libraries and Archives Conference**. At the conference, Anastasia gave a presentation about DHPSNY's work with collecting institutions throughout New York State.

Next, Gillian and DHPSNY Archives Specialist emerita Amelia Parks attended



Crandall Public Library in Glens Falls

Workshops

Hands-on, interactive workshops are a major part of what we do at DHPSNY. Every year, we present on three new topics at five locations throughout New York State—15 workshop sessions total—with the goal of enabling everyone in the State to take part. Last fall, we presented **Mold: Prevention, Detection, Recovery** at **Andrew L. Bouwhuis Library, Canisius College** in Buffalo (Erie County); **Historic Huguenot Street** in New Paltz (Ulster County); the **Staten Island Museum** in Staten Island (Richmond County); **Fort Ticonderoga** in Ticonderoga (Essex

County); and the **Cazenovia Public Library** in Cazenovia (Madison County).

In spring 2019, we presented **Preservation Planning for Collecting Institutions**. During these sessions, participants explored sample plans and worked together to practice the steps to make effective plans. The series took DHPSNY staff to the **Herschell Carrousel Factory Museum** in North Tonawanda (Niagara County); the **Plattsburgh Public Library** in Plattsburgh (Clinton County); the **Storm King Art Center** in New Windsor (Orange County); the **Cazenovia Public Library** in Cazenovia

(Madison County); and the **Rakow Research Center, The Corning Museum of Glass** in Corning (Steuben County).

Our summer workshop series, **Care and Preservation of Audiovisual Materials**, began in May with sessions at **Binghamton University** in Binghamton (Broome County) and the **Crandall Public Library** in Glens Falls (Warren County). For this workshop we teamed up with professionals from the audiovisual preservation company **AVP**, utilizing their experience in helping organizations tackle the challenges and build the capabilities to access and preserve their audiovisual archival collections. Presenter Rebecca Chandler, AVP Senior Consultant, discussed the different kinds of AV media found in collections, each format’s associated preservation risks, and the steps that drive a successful audiovisual digitization project from start to finish. Participants shared their real-life experiences caring for AV materials and broke into groups to practice what they learned. The series continued in June and July with sessions at **The Strong National Museum of Play** in Rochester (Monroe County); **St. Joseph’s College New York** in Brooklyn (Kings County); and the **Daniel A. Reed Library Archives and Special Collections** in Fredonia (Chautauqua County).

the **2019 Museum Association of New York (MANY) Annual Conference** in Cooperstown (Otsego County). The pair presented “Disaster Response Solutions,” a hands-on workshop that taught participants best practices for salvaging water-damaged materials.

Later in the spring, Anastasia attended the **Erie County Historical Federation Annual Meeting** in Depew (Erie County) and the **Delaware County Historical Association (DCHA) Biennial Meeting** in Bovina (Delaware County), where she gave presentations about preservation, collections, and DHPSNY services.

At the beginning of June, Anastasia and Gillian traveled to Rochester (Monroe County) to attend the **50th Annual New**

York Archives Conference (NYAC). At the conference, Anastasia hosted a DHPSNY Mentorship Luncheon where participants got a chance to experience DHPSNY’s unique mentorship circles that allow individuals to serve as both mentor and mentee. Afterwards, Gillian presented “Condition Surveys in Small Institutions,” in which she discussed DHPSNY’s free Condition Surveys and her use of statistical sampling to estimate characteristics of large collections.

Our conference circuit continued in August, with the **2019 Joint Annual Meeting of the Council of State Archivists (CoSA) and the Society of American Archivists (SAA)** in Austin, TX. At the conference, the session “Serving Collecting Institutions: Documentary Heritage and



Gillian at NYAC in June.

Preservation Services for New York” discussed DHPSNY from various perspectives and examined how our field services support the diversity of cultural collecting institutions in New York State.

INTERVIEW:

Galway Preservation Society



In 2016, the Galway Preservation Society became one of the first sites selected for a DHPSNY Archival Needs Assessment. As the Society's Archives prepare for an exciting move into a new space, we caught up with Archives Co-Chairs Arlene Rhodes and Patricia L. Sanders to discuss the institution's history and collections as well as their experience collaborating with DHPSNY.

Can you tell us about the Galway Preservation Society?

Arlene: Following the Bicentennial Celebrations in 1976, a group of community residents interested in local history continued to meet and eventually formed our local historical society in 1983. The Galway Preservation Society received its provisional charter in 1989. We are an all-volunteer organization. More than 30 people attend our monthly meetings to hear speakers talk about the history of our area. Our Society has published pamphlets and books, we prepare ongoing exhibits at Town Hall, and we have developed and maintain an archives.

What is your personal favorite document or item in the Archives?

Arlene: It's difficult to choose just one, but I would say the Fred Schulze Journals spanning the years 1914 to 1923. Mr. Schulze lived in Galway Village and recorded his daily activities, including farm

chores, bartering of goods with neighbors, and attending church services and other community events. The journals take the reader back to a time when life in our community was much different from what it is today.

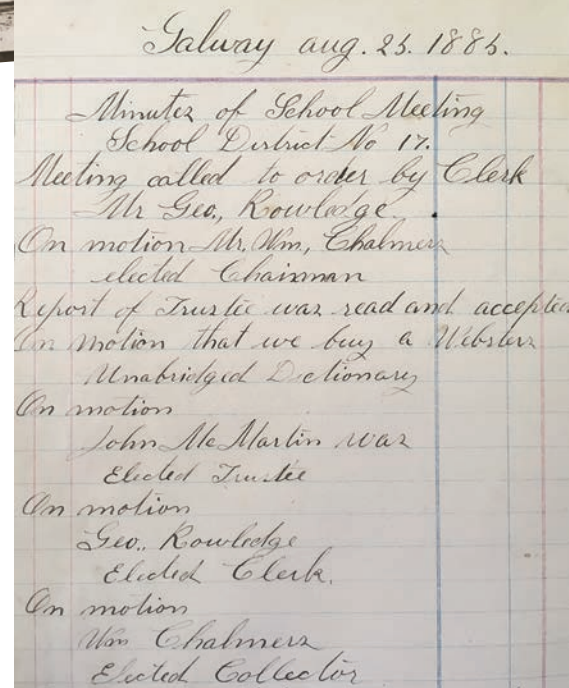
Pat: My favorite document is the Galway Village Petition to incorporate in 1838. For me, seeing the actual signatures of the petitioners who lived in the village is fascinating.

How did you find out about DHPSNY?

Pat: One of your notices was sent to the Galway Public Library and was then forwarded to Arlene who shared the information with me.

How was your experience with the DHPSNY application and site visit process?

Arlene: Pat and I worked together on the application. That exercise alone was valuable in forcing us to look at our collection and how we manage it. Meeting with Anastasia was a wonderful opportunity to view our collection through the eyes of a professional, someone who understands and cares about preservation. In addition to providing some on-the-spot suggestions for ways to improve our collection management, Anastasia offered us encouragement to



continue preserving our local history resources and making them available to researchers. She definitely validated what we are doing! We truly appreciate the assistance provided by DHPSNY.

Pat: I was particularly pleased with Anastasia's friendly and respectful manner. From the very beginning it was very evident that she was knowledgeable and experienced in archival management. I felt that she gave all of her attention to identifying our needs, as well as discussing some issues in storage as she proceeded with her assessment.

DHPSNY STATEWIDE SURVEY

Notes from the Third Year

by Lee Price, Director of Development, Conservation Center for Art & Historic Artifacts

Can you share some of the outcomes of your Archival Needs Assessment?

Arlene: Just two weeks ago our committee began to move our collection to the new Galway Public Library, which is providing us space for our collection. This new location addresses some of the major environmental concerns identified in our assessment. The room in the library is free of vermin and noxious gases and allows us to properly regulate humidity, temperature, and light. We have begun to transfer our archives from file folders in a file cabinet to document boxes, which we will store in newly purchased, archival quality cabinets. We are now keeping our most recently accessioned collections from individual donors intact rather than separating the items by format. Once the entire collection has been moved to the new library, we will review the final report and continue to implement recommendations. Our Society is committed to managing and preserving our collection in a responsible manner.

Pat: As co-chairs of the Archives committee, Arlene and I confer on all matters. She has outlined very well the activities and future needs of the Archives. We are in the middle of a move to the new Library which has created some challenges in finding the best arrangement for our collection. However, we are excited to be given the opportunity to move into a new space with much better conditions overall. It will also provide us greater public access and exposure.

The challenge of conducting a detailed survey of all collecting institutions in New York State is daunting! Since there's so much incredible variety in the state, the most critical information only emerges when you have an opportunity to drill deep down into the data.

Each year, DHPSNY and its parent organizations, the New York State Archives and the New York State Library, use the Statewide Survey data for insight into existing or emerging collections care needs. DHPSNY benefits from the analysis through its pinpointing of opportunities to refine existing programs or propose new approaches. And, perhaps most important of all, the survey sets benchmarks to measure change (hopefully mainly improvements) in our efforts to preserve New York's irreplaceable collections.

The fall 2018 survey generated 284 viable responses from the 1,112 survey emails that were opened. While this number is lower than the 385 responses received in 2017, it was sufficiently high to yield valuable information in most areas. Analyses of the information were primarily organized around three key categories: type of institution, size, and region. When many organizations of one type respond, we can glean enough information for the results to be statistically significant. For instance, in the 2018 survey, 92 historical societies responded, providing enough solid data to offer very reliable information about the state of collection stewardship at historical societies across the state.

This is just the start. For the real drill down, we can look closely at each of the survey questions through multiple lenses. For instance, with the question, "Is there room for collection growth?" we can run analyses in many different configurations, perhaps for a close examination of the needs of historic houses with budgets under \$500,000, looking to see if the results

significantly differ according to location. As long as the response sizes remain statistically significant, the analysis should yield useful information.

In examining the 2018 survey, a qualitative analysis was added for the first time. Word cloud analyses of anecdotal responses provided new insight, primarily by identifying consistent themes. As one result of this analysis, we can identify space and storage problems as the most pressing preservation or conservation need across all categories. Then this general statement can be further nuanced by examining it within each of the categories. And this is exactly the type of information that we need to develop effective and responsive programs.

If you remember one thing about taking the DHPSNY Statewide Surveys, it's probably that the surveys are long! For better or worse, this length is necessary to capture the nuances of the state's landscape of collecting institutions. On the positive side, the survey provides the detail needed for accurate analysis. On the negative side, some organizations may opt out because of the length. While we do our best, it's probably impossible to resolve this tension.

Therefore, some of you may be happy to learn that DHPSNY will not be conducting a survey in 2019. Enjoy the reprieve! But remember that this makes it all the more imperative that you commit now to taking the next survey, when it will be disseminated in fall 2020. While you've earned the 2019 break, please mentally commit now to participating in the next one!

If you have no record that your organization received a survey last November, please contact DHPSNY at info@dhpsny.org with your organization name and the preferred contact—ideally the person with the most direct knowledge of your collection care systems. We don't want to leave any institution's voice out of this valuable process.



Planning, Survey, and Assessment Sites across New York State

AWARDED FALL 2018 THROUGH SUMMER 2019

Archival Needs Assessments

- **Albany Rural Cemetery**
(Albany, Albany County)
- **American Institute of Graphic Arts (AIGA)** (New York, New York County)
- **Baker Victory Services**
(Lackawanna, Erie County)
- **Gloversville Public Library**
(Gloversville, Fulton County)
- **Edward Hopper House Museum and Study Center** (Nyack, Rockland County)
- **Kanestio Historical Society**
(Canisteo, Steuben County)
- **Keene Valley Library Association**
(Keene Valley, Essex County)
- **Lyons Heritage Society**
(Lyons, Wayne County)
- **Niagara Falls Public Library**
(Niagara Falls, Niagara County)
- **Seymour Library**
(Brockport, Monroe County)
- **Snug Harbor Cultural Center & Botanical Gardens**
(Staten Island, Richmond County)
- **State University of New York College at Cortland, Park's Family Outdoor Center**
(Raquette Lake, Hamilton County)
- **Yates County Genealogical and Historical Society** (Penn Yan, Yates County)
- **Waterville Historical Society**
(Waterville, Oneida County)
- **Victor D'Amico Institute of Art**
(Amagansett, Suffolk County)
- **Voelker Orth Museum**
(Flushing, Queens County)
- **Zadock Pratt Museum** (Prattsville, Greene County)



Preservation Surveys

- **American Irish Historical Society**
(New York, New York County)
- **Franklin County Historical and Museum Society** (Malone, Franklin County)
- **Friends of Maple Grove Cemetery**
(Kew Gardens, Queens County)
- **Huntington Historical Society**
(Huntington, Suffolk County)
- **Preservation Long Island**
(Cold Spring Harbor, Suffolk County)
- **Storm King Art Center**
(New Windsor, Orange County)
- **Thomas Cole National Historic Site**
(Catskill, Greene County)
- **Town/Village of East Rochester**
(East Rochester, Monroe County)
- **YIVO Institute for Jewish Research**
(New York, New York County)

Strategic Planning

- **Huntington Historical Society**
(Huntington, Suffolk County)
- **Hudson River Maritime Museum**
(Kingston, Ulster County)
- **Cattaraugus Historical Society**
(Little Valley, Cattaraugus County)
- **Chenango County Historical Society & Museum** (Norwich, Chenango County)
- **Cold Spring Harbor Whaling Museum**
(Cold Spring Harbor, Suffolk County)
- **Constable Hall Association**
(Constableville, Lewis County)
- **Daniel A. Reed Library, Archives & Special Collections, SUNY Fredonia**
(Fredonia, Chautauqua County)
- **National Abolition Hall of Fame and Museum** (Peterboro, Madison County)
- **Preservation Long Island**
(Cold Spring Harbor, Suffolk County)
- **Russian History Foundation**
(Jordanville, Herkimer County)
- **St. Regis Mohawk Tribe**
(Akwesasne, Franklin County)
- **Wanakena Historical Association**
(Wanakena, Saint Lawrence County)

QUESTIONS FOR OUR TEAM

Kate Philipson



Learn more about members of the DHPSNY team! In this issue we speak with DHPSNY's newest team member, Archives Specialist Kate Philipson, who joined us in June. Kate conducts on-site Archival Needs Assessments and assists with archival and preservation planning. She also develops and presents educational programs and provides technical information to library and archival repositories in New York State.



What's your background? What prepared you for life at DHPSNY?

As a student and also after graduation, I was lucky to work at Temple University's Urban Archives through the recommendation of an advisor. I loved learning about history every day and being directly involved in making it more accessible to people with many intersecting interests. I gained experience in other non-profit education and cultural institution roles and then earned an MA in Archives and Public History at New York

University, through which I had the chance to work with and learn from a wide range of amazing organizations and folks. In focusing on how various communities are fostered and sustained through the preservation of their histories, I think I'm well prepared to help address the needs of collecting institutions throughout New York State that are working with limited resources.

Tell us about an interesting DHPSNY trip or site visit you've conducted and what made it special.

I've been on just a few site visits so far, but my very first trip included some wonderful highlights. On the way to Canisteo, NY, we stopped at the Corning Museum of Glass, where I was blown away (no pun intended!) by the huge scope of their collections and the intersections of art, design, history, science, and engineering throughout the space. Then, at the Kanestio Historical Society, we were welcomed so warmly by their team of committed volunteers, who drove us to see the town's famed living sign: "CANISTEO" spelled out on a hillside in 260 pine trees!

Do you have any favorite places in New York State?

As a kid, my family took a few annual vacations to Keuka Lake, one of the Finger Lakes that is shaped like a "Y." I have good memories of evening bonfires on the lakeshore, visiting an old barn that had been converted to a children's book store, and being able to see way more stars in the sky than where I grew up. When I went there again as an adult, I found new attractions such as a spectacular four-acre daylily garden— so while I'm excited to explore all over the state, experiencing more of the beauty of the Finger Lakes region is especially intriguing.



About us

A statewide program of the New York State Archives and New York State Library, **Documentary Heritage and Preservation Services for New York (DHPSNY)** provides free planning and education services to support the vast network of repositories such as archives, libraries, historical societies, museums, and other institutions that safeguard and ensure access to New York's historical records and unique library research materials.

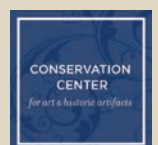
Connect with us

Visit dhpsny.org for more on our free programs and services and to sign up for our monthly email newsletter, which features our recent activity and important updates on application deadlines and upcoming programs.

Contact DHPSNY staff for answers to archives- and preservation-related questions, help with applications, or to make suggestions for future programs at info@dhpsny.org or (215) 545-0613.

Our partners

Documentary Heritage and Preservation Services for New York (DHPSNY) is a collaboration between two long-running New York State Education Department programs dedicated to service and support for archival and library research collections throughout the State: the New York State Archives Documentary Heritage Program and the New York State Library Conservation/Preservation Program. DHPSNY is a program of the New York State Education Department, with services provided by the Conservation Center for Art & Historic Artifacts.





DHPS|NY

DOCUMENTARY HERITAGE
& PRESERVATION SERVICES
FOR NEW YORK

264 S. 23RD STREET
PHILADELPHIA, PA 19103

DHPS|NY *by the Numbers*

With approximately 4,500 collecting institutions in New York State, DHPSNY's goal is simple: to reach every single one with free programs, services, and other important resources. Whether your institution is interested in DHPSNY's free Planning & Assessment Services or attends a free webinar or workshop, we want each repository in the State to know that we are here and available to help.

120

institutions awarded free planning and assessment services (total all time)

1,869

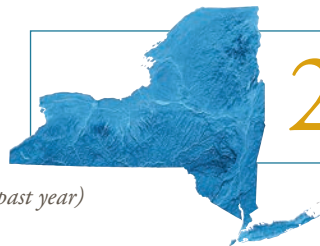
education program attendees (in past year)

29,761

page views (in past year)

8,124

unique website visitors (in past year)



22,766

miles traveled in the past year by DHPSNY staff (59,549 total all time)



+    = 294,506

Because of your interactions with DHPSNY on our website and through social media, our message has made more than 294,506 total unique impressions on the professionals and volunteers around the State who help care for and safeguard New York's historical records.