



DHPSNY news

DOCUMENTING DHPSNY ADVENTURES IN THE EMPIRE STATE

FALL 2022

INSIDE:

- 1 A Look Back: DHPSNY in 2022
- 6 Interview: Allegany Area Historical Association's Char Sendlakowski
- 8 Interview: New York Botanical Garden's Stephen Sinon
- 10 Planning, Survey, and Assessment Sites Across New York State
- 11 Questions for our Team: Marissa Halderman
- 12 DHPSNY by the Numbers

A LOOK BACK: DHPSNY in 2022

Right: *Herschel Veley and his mother on Main St., Jefferson with his unusual dairy cow powered sled, Jefferson County Historical Society.*



Group of six officers, Julia L. Butterfield Memorial Library.

With jam-packed schedules across the board, the past year has been a busy one for **Documentary Heritage and Preservation Services for New York (DHPSNY)** staff. Throughout the year, Program Manager Anastasia Matijkiw, Preservation Specialist Amanda Murray, and Archives Specialist Kate Philipson Zoomed into 33 new cultural heritage sites, bringing the total number of collecting organizations awarded free Planning & Assessment Services to 206, while also continuing to present at conferences and attend meetings across the state and beyond.

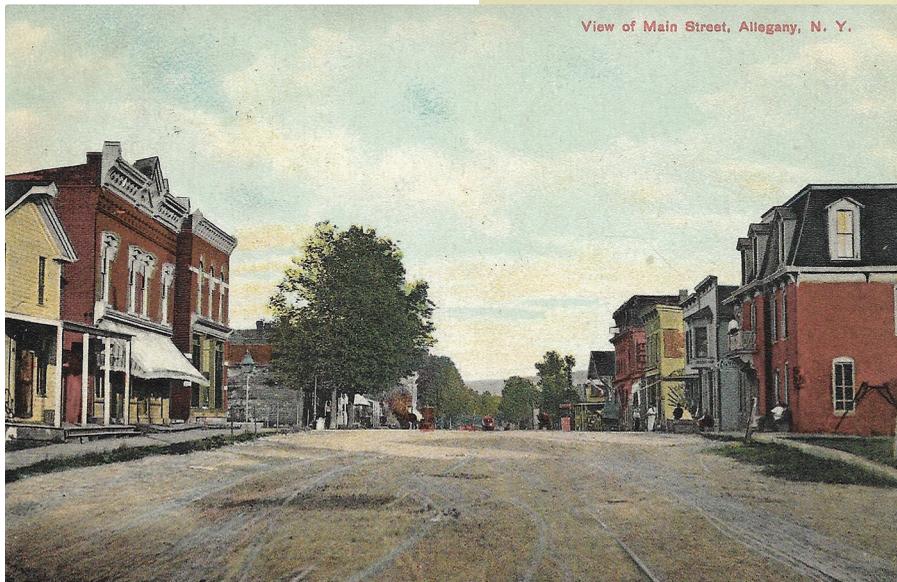
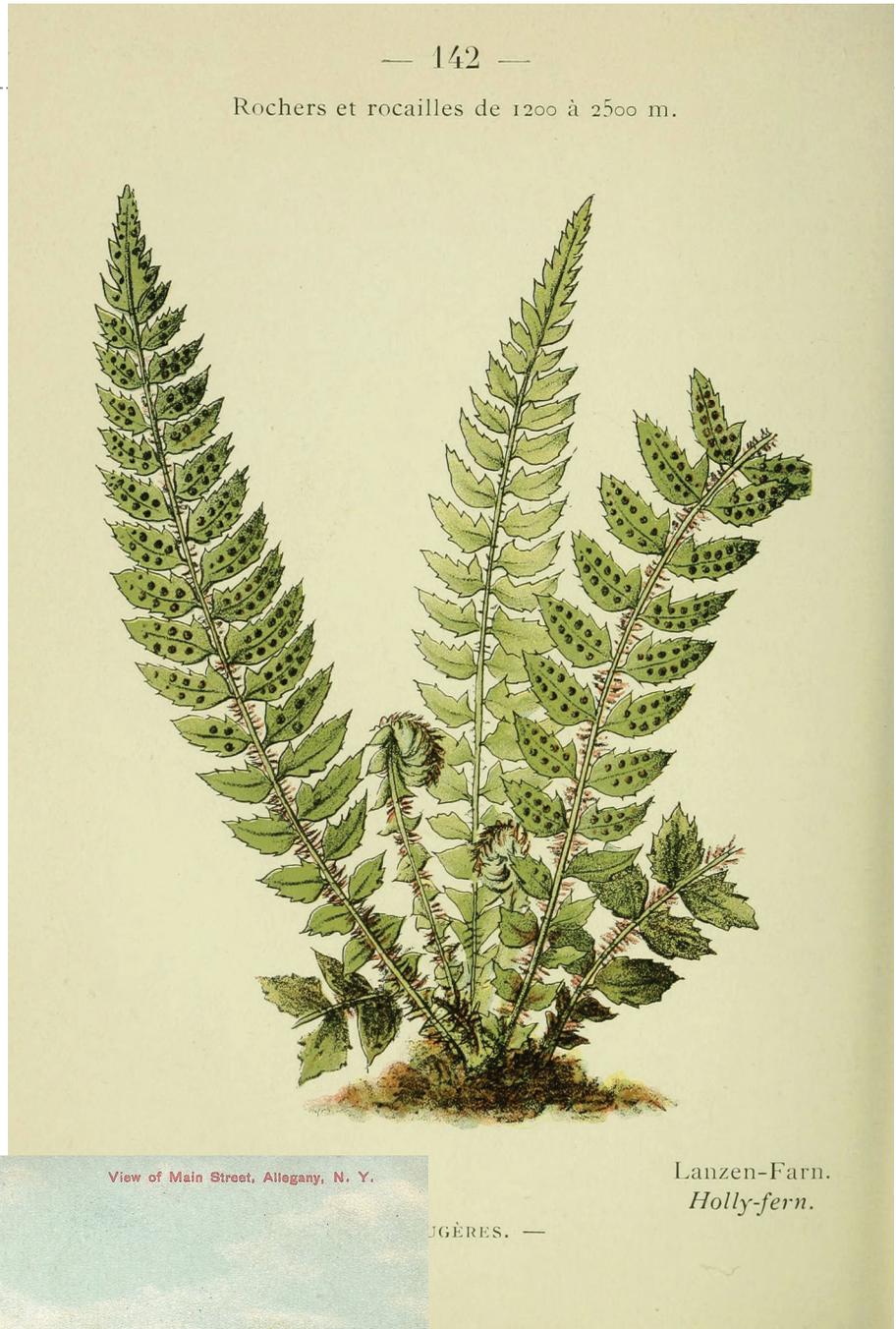
Equally as busy, DHPSNY Education & Outreach Specialist Liyah Desher coordinated and delivered a robust year of free education programs, including three online courses, 16 webinars, and the premiere of our first three DHPSNY Dialogues, focused on antiracist work for collecting organizations. The year also saw an expansion of our online presence, with Communications Specialist Marissa Halderman hard at work managing the DHPSNY website, newsletters, and social media accounts. Let's take a deeper dive into some highlights from the team's engrossing year.

Site Visits

When we published last year's DHPSNY News, we were just beginning to conduct Planning & Assessment site visits from our summer 2021 application round. First up, Amanda conducted a Preservation Survey for the **Adirondack Mountain Club (ADK)** located in Lake George (Warren County), whose collections include documents, maps, and artifacts that trace not only the history of the organization but New York State history at large.

In December, Anastasia and Kate dove into Strategic Planning Assistance with the **Rose Archives of Drake Memorial Library, SUNY Brockport** (Monroe County), conducting a virtual facilitated session. The session was an opportunity for DHPSNY and Drake Memorial Library Archives staff to reflect on the survey completed by key stakeholders in the Library's community and lay the groundwork for their strategic plan. The Library has received a draft of its plan and will continue to work with DHPSNY staff to fine-tune the document over the next few months.

The beginning of 2022 brought more virtual assessments, with Anastasia conducting an Archival Needs Assessment for the **Woodstock Public Library District** in



Above: *Nouvelle flore coloriée de poche des Alpes et des Pyrénées. v.1. Paris, Klincksieck, 1906-1912. New York Botanical Garden, LuEsther T. Mertz Library.*

Left: *View of Main Street, Allegany NY, Allegany Area Historical Association.*

Woodstock (Ulster County). Anastasia met with Library staff virtually over multiple days to learn more about the Library's wide-ranging collection documenting the history and development of Woodstock and greater Ulster County, including the Maverick Festival collection. The collection consists of images and ephemera from the 1920s Maverick Festivals, an event described as an "opportunity for all people, whether involved in the arts or not, to share in the festival pageantry, wearing fantastic costumes, picnicking around campfires, and enjoying numerous performances."

The new year also saw DHPSNY embark on new services, with the first full DHPSNY Foundational Planning Assistance service completed in February 2022. Anastasia met virtually with the **Allegany Area Historical Association (AAHA)**, located in Allegany (Cattaraugus County), to complete a collaborative Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis, followed by a second facilitated session focused on setting goals in the areas of collections management, preservation, outreach, and resource development (see our interview on page 6 with AAHA President Char Sendlakowski).

Fittingly, as the days got longer, Kate got a taste of spring as she Zoomed into the **New York Botanical Garden, LuEsther T. Mertz Library** in New York City (Bronx County) for an Archival Needs Assessment. Founded in 1899, the Library's archives and special collections are a treasury of centuries of knowledge about all aspects of the plant kingdom (learn more in our interview on page 8 with NYBG's Archivist Stephen Sinon).

Later in the spring, Amanda conducted a Preservation Survey for the **Haverstraw Brick Museum** in Haverstraw (Rockland County), whose unique archives include letters, maps and deeds from Colonial America, objects from the brick industry, brick collections, oral history records, brickyard maps, photographs, and family papers and brickyard ledgers from the mid-1700s to the 1940s.

Online Courses & Antiracism Work

Last November, we wrapped up our online course **Preservation Planning: A Primer**. Throughout the course, participants were introduced to preservation planning and learned how to write a preservation plan for their institutions. Then, we debuted the online course **Preservation**

101 in March, and, in June, we offered **Essential Policies & Procedures for Collecting Organizations**, which provided an overview of the policy and planning documents that are essential for collections care, including management policies, handling guidelines, and mission statements.



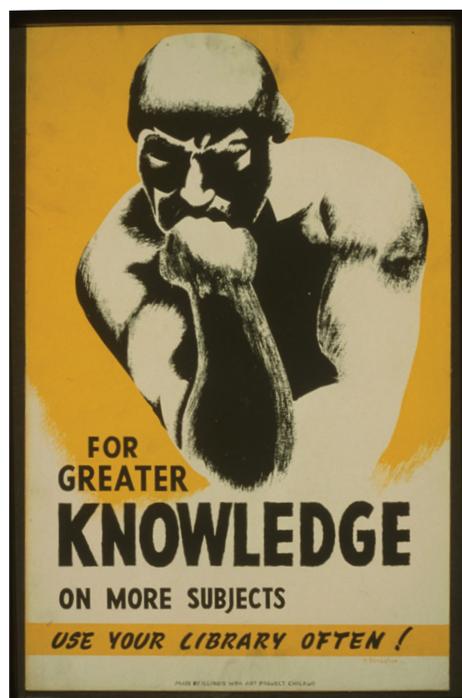
ONLINE COURSE
 Preservation Planning:
 A Primer
 Oct. 25 – Nov. 12, 2021



ONLINE COURSE
 Essential Policies &
 Procedures for Collecting
 Organizations
 June 14 - July 15, 2022



ONLINE COURSE
 Preservation 101
 March 16 – April 6, 2022



"For greater knowledge on more subjects use your library often!" Illinois WPA Art Project, 1940. Library of Congress.

In January 2022, we hosted the first DHPSNY Dialogue, **Our Role as Collecting Organizations: Antiracism, Inclusion and Making Sense of Diversity, Equity, Accessibility, and Justice in our Field**, followed by **Antiracism and Engagement** in May, and **Practical Applications of Antiracism** in July. Facilitated by Aria Strategies LLC, these intimate, interactive discussions provided attendees with the framework and facilitation to explore the roles of anti-racism, diversity, equity, inclusion, accessibility, and justice to inform the



DHPSNY DIALOGUE
Our Role as Collecting Organizations: Antiracism, Inclusion, and Making Sense of Diversity, Equity, Accessibility, and Justice in our Field

WEDNESDAY, JANUARY 13, 2022 NOON - 1:00PM



detailed how virtual assessments are a new and useful opportunity for shaping collections care and preservation work in a post-pandemic world.

This past August, Kate attended the **86th Annual Meeting of the Society of American Archivists (SAA)**. At the event, she helped host a silent auction that raised \$3,120 for the National Disaster Recovery Fund for Archives (NDRFA), as well as an enamel pin donation campaign that raised an additional \$1,600 for the fund, which is administered by the SAA Foundation, and accessible to any collecting organization that has experienced a disaster. One

policies, practices, and systems of New York's collecting organizations. Presented virtually and never recorded to enable participants to speak their minds while protecting their privacy, the Dialogues also offered opportunities for attendees to network with like-minded colleagues.

In addition to the DHPSNY Dialogues in the past year, we also introduced a series of webinars, facilitated by Aria Strategies LLC, that focused on the fundamentals of antiracist actions while exploring the work that collecting organizations must do to implement antiracist policies and systems. These included **Understanding Antiracism as Collecting Organizations** and **An Introduction to Antiracist Policies**, which were recorded and are available to watch on the DHPSNY Webinars page and YouTube Channel.

Conferences

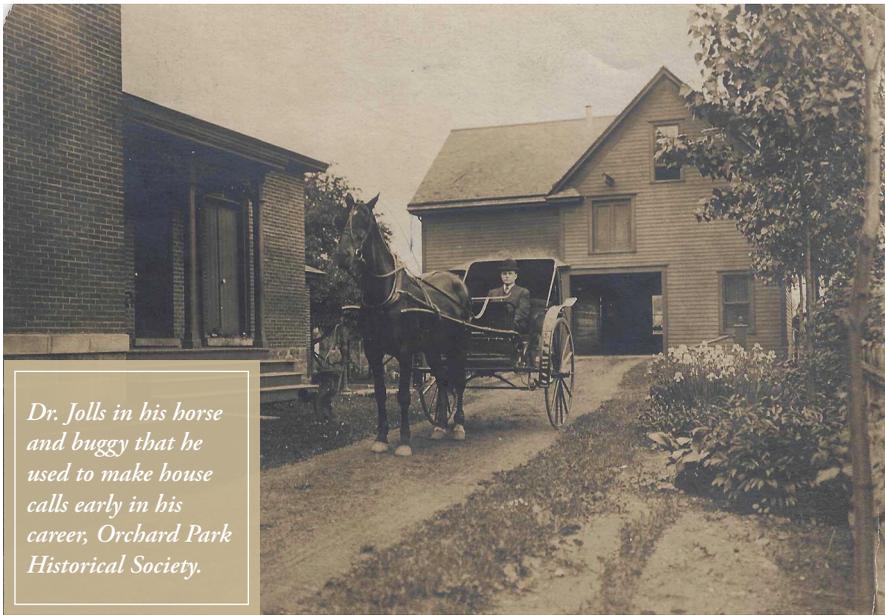
In addition to site visits and education programs, DHPSNY staff also attended several conferences and meetings, starting with the **2021 Association of Registrars and Collections Specialists (ARCS) Virtual Conference** last November. During the conference, Anastasia presented "Obstacles as Opportunities: Leveraging Virtual Collections Assessments," which



Anastasia and CCAHA Acting Director Michelle Eisenberg at AASLH.



Kate at the 86th Annual Meeting of the Society of American Archivists.



Dr. Jolls in his horse and buggy that he used to make house calls early in his career, Orchard Park Historical Society.

impressive auction item was a collaborative quilt made by archivists around the country.

In September 2022, Anastasia hosted a session at the **2022 AASLH Annual Conference in Buffalo**, titled “Transforming Assessments into Practical Strategies

and Actions.” During the session, a wide variety of collecting institutions discussed their unique experiences in developing consultant-identified goals into practical strategies for making successful strides in collections care and management. These presenters included representatives from DHPSNY Planning & Assessment sites the **Whaling Museum and Education Center** in Cold Spring Harbor (Suffolk County); the **Buffalo Broadcasters Association** in Buffalo (Erie County); and the **Orchard Park Historical Society** in Orchard Park (Erie County).



Scrimshaw exhibit at the Whaling Museum and Education Center in Cold Spring Harbor.

Support and Community

Throughout the year, DHPSNY continued to offer one-on-one technical assistance, provide web-based resources, and maintain the DHPSNY Community Facebook Group, which provides the stewards of New York’s archival collections a safe space to unite to discuss topics of interest, ask questions, share learnings, and develop a network of peers. Check out **DHPSNY By The Numbers** on the back of this newsletter to see just how large our community has grown and how to join. Please share your technical questions with us on any of our social media platforms, by emailing us at info@dhpsny.org, or by giving us a call at (215) 545-0613 ext. 337.

INTERVIEW:

Allegany Area Historical Association's Char Sendlakowski



*Allegany Area
Historical
Association.*

Can you tell us a little about the Allegany Area Historical Association?

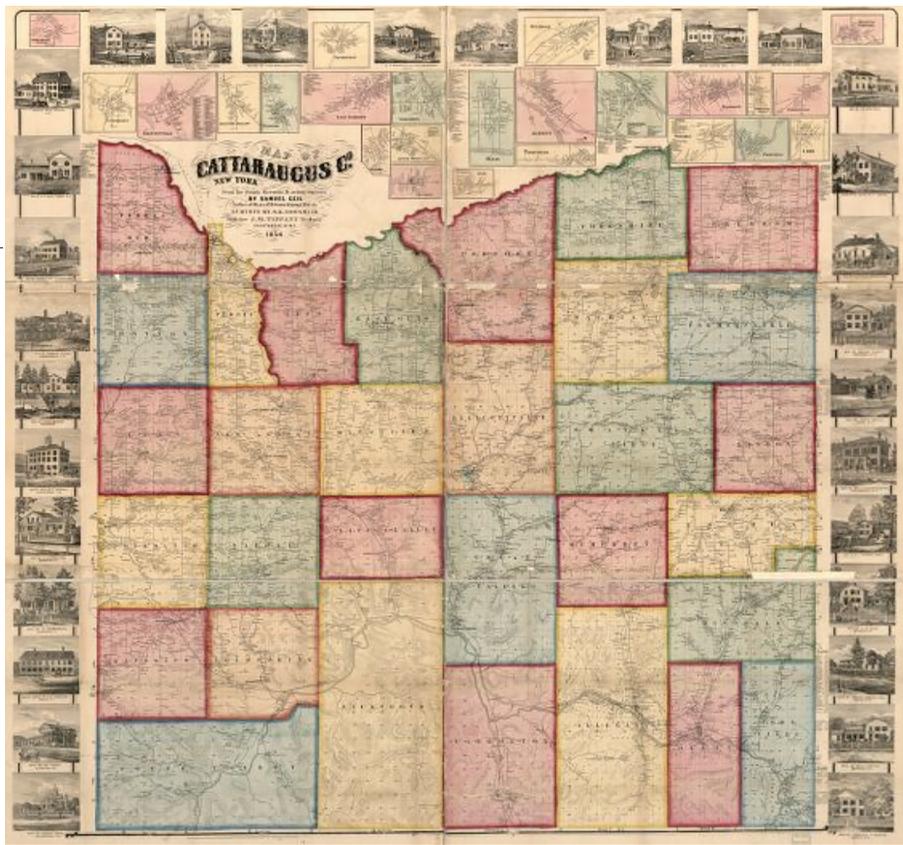
The overall mission of the Allegany Area Historical Association of Cattaraugus County—located in Allegany, NY—is to discover, preserve and disseminate knowledge about the history of the Allegany area for local area residents and researchers—both historical and genealogical. The group was formed in 1981 during AAHA's Sesquicentennial celebration. Our Heritage Center is housed in the former Methodist Church built in 1856. We are open to the public at designated times and by appointment, hold programs, have visits from Allegany elementary school classes, and have a Facebook presence. Several years ago, we partnered with the Allegany Public Library to digitize the Allegany Citizen newspaper (1896 – 1976). We also have an 1856 map of Cattaraugus County that was restored from two damaged copies we owned. My favorite item in the collection is a small tool used by women to repair nylon stockings!

What were some of your takeaways from the DHPSNY application and Foundational Planning Assistance process?

The most helpful thing about the Foundational Planning Assistance process for us was completing the initial questionnaire. It forced us to look at the state of our building, our collection and its storage, our lack of a complete inventory, and the lack of a collection policy. When we first met with Anastasia to go over the questionnaire, she

In 2021, the AAHA became the first site to receive Foundational Planning Assistance. DHPSNY's newest Planning & Assessment Service, Foundational Planning Assistance is designed as an informal and accessible process that provides participating institutions with a framework for institutional advancement, with an

emphasis on strengthening the organizational components needed for optimal levels of collections stewardship. In this interview, we catch up with Char Sendlakowski, President of AAHA, to learn about the organization's DHPSNY experience, the President's favorite collection item, and a hunt to find a hidden gem's provenance.



Cattaraugus County map, 1859.

helped us to identify our current strengths, weaknesses, opportunities, and threats. She helped us to brainstorm as to where we should be going and what we should be focusing on first for the future of our organization including several things we hadn't even thought about.

During the second meeting, we reviewed the goals and talked about timelines and priorities for us. The written goals we now have from Anastasia are helping our volunteers to organize our work time. We are working on cleaning out and organizing items in the collection to see what is actually there. One of our major problems is that current volunteers don't always know what we actually have or where it is. Recently, we found an old tombstone (1872) in the basement. Of the four of us at the Center, none of us knew anything about it, including our past president of 25 years. I called a former volunteer and she knew all about it. With some further digging, we discovered it was from a cemetery in a neighboring town and are waiting on a decision from the family. We definitely need a more specific inventory of what we have and where items are located. We are also working on a building maintenance plan and a collection development plan.

We would encourage any group, especially a small one like ours, to take advantage of the DHPSNY Foundational Planning Assistance.

The Run Mender
 Takes runners out of silk hose and lingerie completely. Simple to operate. Uses no thread. Restores stockings with same stitch as original.

Directions
 Use old stockings to practice on until you learn the stitch. Work very slowly at first, and speed will come automatically after you get the knack of operating the Mender.
 Place stocking over a water-glass, or stretch on embroidery hoop.

1. Hook last loop in run with point of hook.
2. Straighten needle up so that it is in a vertical position. Next stretch runner as tight as possible, lengthwise. NOT crosswise.
- 3 and 4. Push the needle straight and down through loop until the loop is above the latch.
5. Draw needle out VERY slowly.
6. Hook first cross thread with hook of needle.
7. Pull cross thread through loop.
8. Push needle straight down. Be careful that you don't jump any cross threads. Your next move is the same as figure 4; your next as 5, etc.

The Run Mender tool, mentioned by Char as one of her favorite items. It mended silk stockings back when women wore them.



View of the AAHA Library Room.

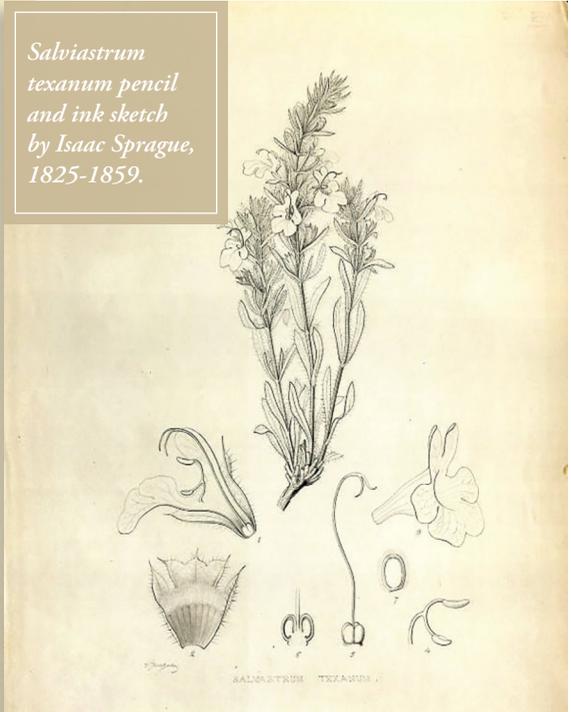
INTERVIEW:

New York Botanical Garden's
Stephen Sinon

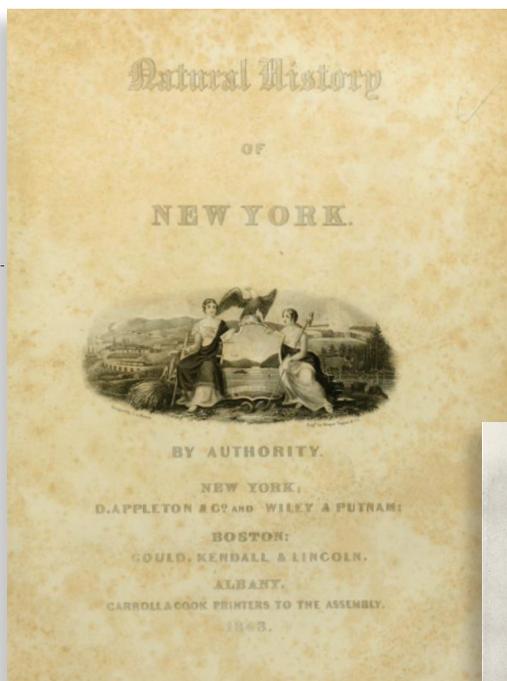


Flora conspicua.
London:
Longman, Rees,
Orme, Brown,
and Green, 1826.

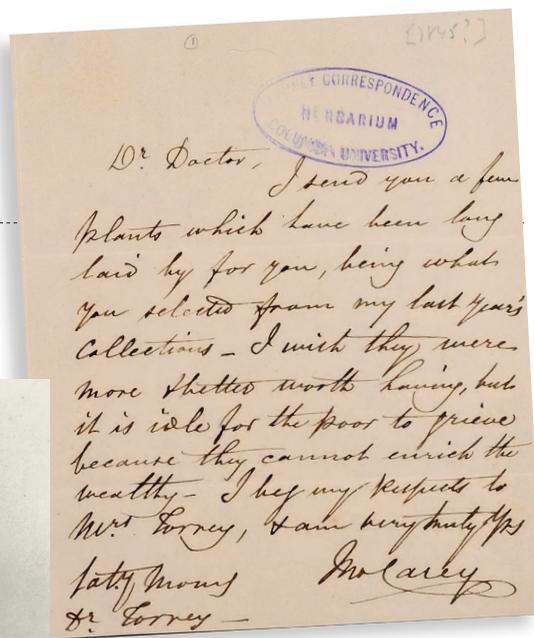
In DHPSNY's first Planning & Assessment Services round of 2022, the New York Botanical Garden was awarded an Archival Needs Assessment. Conducted by Kate Philipson, our assessment focused on the New York Botanical Garden's LuEsther T. Mertz Library, the most comprehensive botanical and horticultural library in the world. We chatted with Stephen Sinon, the William B. O'Connor Curator of Special Collections, about the Library's expansive and unique collections, the assessment process, and the newly digitized John Torrey Papers collection.



*Salviastrum
texanum* pencil
and ink sketch
by Isaac Sprague,
1825-1859.



Right: John Torrey portrait, natural history publication, and correspondence from the NYBG collection.



In 2020, you received funding from the National Endowment for the Humanities and the Carnegie Corporation of New York to digitize the important John Torrey Papers collection. Can you tell us a little about the collection and the project?

The Torrey Papers are one of the oldest collections held in the Garden's archives. Torrey was the leading botanist in nineteenth-century America with numerous correspondents and a strong influence on the development of American botanical exploration, teaching, and scientific research. Until this project, scholars could only use the papers on-site. Once they were scanned and made available to researchers online, the next component of the grant was to crowdsourcing transcription as all ten thousand sheets of correspondence were written in cursive writing. We created a body of dedicated transcribers with extensive outreach to social media, area college instructors, and senior centers, not to mention the Garden's own volunteer pool. It turned out to be quite popular and fueled demand for other digital projects that could be worked on online. Currently, we are working on digitizing our plant records accession logs dating back to the very beginning days of the Garden in 1895. These logs record everything planted through the years and will offer an ideal transcription project for plant enthusiasts everywhere.

Can you tell us a little about the New York Botanical Garden?

The New York Botanical Garden is an advocate for the plant world. The Garden pursues its mission through its role as a museum of living plant collections arranged in gardens and landscapes across its National Historic Landmark site; through its comprehensive education programs in horticulture and plant science; and through the wide-ranging research programs of the International Plant Science Center. Located in the central Bronx adjacent to the main campus of Fordham University and the world-famous Bronx Zoo, the Garden was founded in the late nineteenth century.

How did you find out about DHPSNY?

Our staff had previously taken courses and workshops with DHPSNY and applied for several DHPSNY and DHP grant proposals through the past few decades, so we are no strangers to the services offered.

How was your experience with the DHPSNY application and Archival Needs Assessment process?

The application process was rather simple compared to many other grant applications we have worked on. In fact, I was asked to review the instructions and make certain there were no other missing pieces. The questions asked on the application were very pointed and helped us to focus on our ideas and needs and to review our existing policies. The Archival Needs Assessment was rescheduled a few times but in the end, it was not nearly as bad as we anticipated. As it turned out, our institution began another round of strategic planning this spring and the ideas we had discussed and the preparations we made prior to undergoing the assessment were very helpful. We eagerly anticipate reading the final report from the assessment.



Planning, Survey, and Assessment Sites across New York State

AWARDED JANUARY 2022 THROUGH OCTOBER 2022

Archival Needs Assessments

- **American Indian Artists Inc. (AMERINDA)** (New York, New York County)
- **Cayuga Museum of History and Art** (Auburn, Cayuga County)
- **Dominican University New York** (Orangeburg, Westchester County)
- **The Evergreens Cemetery Preservation Foundation** (Brooklyn, Kings County)
- **Fulton County Historical Society** (Gloversville, Fulton County)
- **Lollypop Farm, Humane Society of Greater Rochester** (Fairport, Monroe County)
- **Mina Rees Library, CUNY Graduate Center** (New York, New York County)
- **New York Botanical Garden** (Bronx, Bronx County)
- **Reher Center for Immigrant Culture and History** (Kingston, Ulster County)
- **Renee & Chaim Gross Foundation** (New York, New York County)
- **Rochester Public Library** (Rochester, Monroe County)
- **Schoharie County Historical Society/Old Stone Fort Museum** (Schoharie, Schoharie County)
- **SUNY Broome Community College** (Binghamton, Broome County)
- **University Archives, Houghton University** (Houghton, Allegany County)
- **Voorheesville Public Library** (Voorheesville, Albany County)

Preservation Surveys

- **Cuba Circulating Library** (Cuba, Allegany County)
- **Haverstraw Brick Museum** (Haverstraw, Rockland County)
- **Julia L. Butterfield Memorial Library** (Cold Spring, Putnam County)



Bakery tour, Reher Center for Immigrant Culture and History.

- **Niagara County Historical Society** (Lockport, Nassau County)
- **Syracuse Polish Community Foundation Archives** (Syracuse, Onondaga County)
- **Valley Stream Historical Society** (Valley Stream, Suffolk County)

Strategic Planning

- **The Albany Academies** (Albany, Albany County)

- **Galen Historical Society** (Clyde, Wayne County)
- **Historic Saranac Lake** (Saranac Lake, Franklin County)
- **Long Beach Historical and Preservation Society** (Long Beach, Nassau County)
- **Three Village Historical Society** (East Setauket, Suffolk County)
- **Whaling Museum of Cold Spring Harbor** (Cold Spring Harbor, Suffolk County)



Foundational Planning Assistance

- **Allegany Area Historical Association** (Allegany, Cattaraugus County)
- **Breezy Point Historical Society of New York** (Breezy Point, Queens County)
- **Lake George Association** (Lake George, Warren County)
- **Moslem Mosque, Inc.** (New York, New York County)
- **Sag Harbor Historical Society** (Sag Harbor, Suffolk County)
- **Utica Public Library** (Utica, Oneida County)

< *Julia L. Butterfield Memorial Library.*

QUESTIONS FOR OUR TEAM



Marissa Halderman

COMMUNICATIONS SPECIALIST



You just celebrated four years of working with DHPSNY at CCAHA. Can you share a memorable experience?

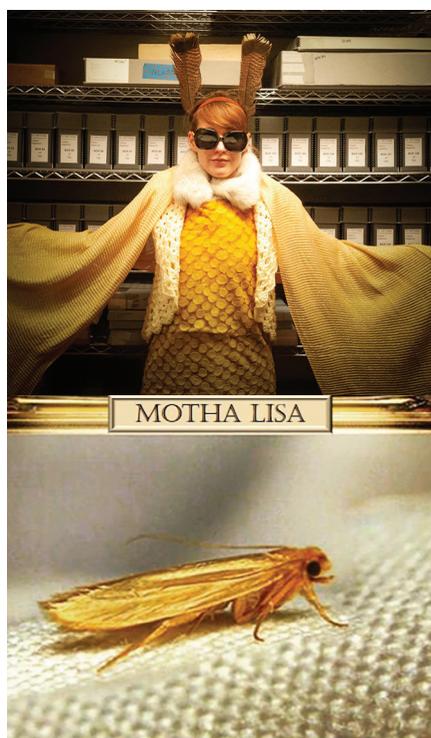
One of my favorite experiences has been dressing up on Halloween to promote collections care on social media. It's too hard to choose which #CollectionsSpecter costume was my favorite, but 2019's epic showdown between me, as a collections-eating moth, and former Preservation Specialist Gillian Marcus, as the physical embodiment of the DHPSNY program, was especially memorable.

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

Prior to joining DHPSNY in 2018, I worked as a freelance marketing specialist helping individuals and organizations plan, develop, and revamp marketing campaigns and communications strategies. I'm also a practicing multi-media artist and have helped to archive and digitize my family's collections of art and records from my great-grandfather, internationally renowned Croatian-American artist Maxo Vanka.

What part of the position have you enjoyed the most so far?

As DHPSNY Communications Specialist, a big part of my job is spreading the word about our free programs and services while also showcasing the institutions we work with and the fascinating archival collections they help preserve. I really enjoy the creativity the position affords, especially on social media, and getting to peek inside and share institutions' collections.



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, ext. 337.

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 (CCAHA)**.





DHPS|NY

DOCUMENTARY HERITAGE
& PRESERVATION SERVICES
FOR NEW YORK

264 S. 23RD STREET
PHILADELPHIA, PA 19103

DHPS|NY *by the Numbers*



With approximately 5,000 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 through DHPSNY the New York State Archives and Library are here to help.

206

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

1,382

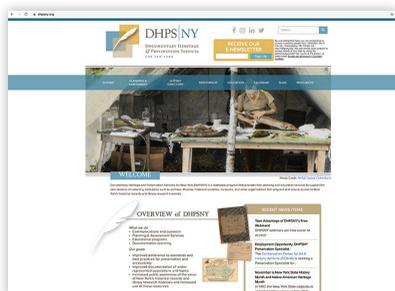
education program attendees (in past year)

30,400

unique page views (in past year)

14,871

unique website visitors (in past year)



$$+ \text{[Facebook]} \text{[Instagram]} \text{[Twitter]} \text{[LinkedIn]} \text{[YouTube]} = 1,182,464$$

Because of your interactions with DHPSNY on our website and through social media, our message has made more than 1,182,464 total unique impressions on the professionals and volunteers around the State who help care for and safeguard New York's historical records.