

FROM The VAULTS

Newsletter of the Georgia Archives



www.GeorgiaArchives.org



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Georgia's Early Land Records: An Exhibit Presented by the Georgia Archives

Newest Exhibit

Come to the Georgia Archives and see our newest exhibit, “Georgia’s Early Land Records: An Exhibit Presented by the Georgia Archives.”

This exhibit holds some of the Georgia Archives’ oldest and most treasured records, documenting land distribution in the colony and state.

While at the exhibit, you will be able to:

- Read notes from a meeting of Georgia’s Trustees in 1742, as they decided to approve or reject petitions for land in the new colony.
- See one of the few treaties, the Treaty of Augusta, negotiated by the State of Georgia with the Cherokees in 1783.
- Learn about the Yazoo Land Fraud and why Georgia ceded its western territory – modern-day Alabama and Mississippi.
- Read the law that secured a land grant for Austin Dabney, the only African American to receive a land grant for Revolutionary War service in Georgia.
- View records created by surveyors in north Georgia, showing the locations of Cherokee towns and residences.

The exhibit is open through Saturday, October 27th. A new exhibit on World War I will open on November 10th.

News From Friends of Georgia Archives and History (FOGAH)

Update from the President

As the year ends, FOGAH is happy to have been a part of celebrating the centennial of the Georgia Archives. We believe that we have sent the Archives into the next century in grand style. You'll read more about the event in this edition of the newsletter. Thanks to the hard work of the FOGAH board, the Georgia Archives staff, and the NARA at Atlanta staff for making it possible.

In other news, the 2018 FOGAH holiday ornament is now available for purchase from our website fogah.org. With this year's ornament, Friends of Georgia Archives and History commemorates the centennial anniversary of the Georgia Archives in 2018 with this image of the Georgia State Capitol building, the first home of the Archives, and Liberty Plaza. The cost is \$27 and includes shipping and handling.



Thank you for your continued support of FOGAH!

Josh Kitchens, President



Friends of Georgia Archives and History Membership Enrollment

Please enroll me at the indicated level:

- Individual/\$20
- Family or Organization/\$35
- Ancestry/\$100
- Heritage/\$500
- Legacy/\$1,000

FOGAH is a not-for-profit organization that supports and assists the Georgia Archives in fulfilling its mission. Membership is open to individuals and corporations.

Name _____

Street _____

City _____ State _____ Zip Code _____

E-mail: _____

Return with your check to P.O. Box 711, Morrow, GA 30261-0711
For more information on membership or volunteer opportunities visit www.fogah.org.

Thank You For Your Donations!

From the State Archivist

One hundred years of preserving the archives of Georgia is an accomplishment that deserves celebration. I would like to thank all the staff and citizens of Georgia that have helped the Georgia Archives to preserve Georgia archives these one hundred years. I would also like thank FOGAH for helping to make our 100th anniversary celebration a wonderful event. It was a delight to have Governor and Mrs. Nathan Deal, David Ferriero Archivist of the United States, Senator Valencia Seay (D), Senator Gail Davenport (D), and Executive Vice Chancellor Tristan Denley in attendance. Thank you to everyone who attended; it was great to see everyone and to meet new people with a love of the Georgia Archives.



Christopher M. Davidson, J.D.

Clayton State University: Master of Archival Studies

Clayton State University's Master of Archival Studies (MAS) is an exceptional program that prepares professionals for careers in government, business, and collecting archives. The program emphasizes digital archives and electronic records. Because the program concentrates on archives and records, it offers more in-depth study than students would receive in a library, information science, or public history program. Its innovative blend of traditional archival knowledge with information technology responds to the need for professionals who understand contemporary records and recordkeeping systems.

The program has students enrolled from across the US, with most being from Georgia. The current program focuses exclusively on graduate education, but there are plans to create an undergraduate component that emphasizes records management and archival studies. The program offices are located in the Georgia Archives, which fosters a collaborative relationship between the Archives and Clayton State. For more information, contact Josh Kitchens at JoshuaKitchens@clayton.edu.

The Georgia Archives will be closed on these dates:

November 22 (Thursday), November 23 (Friday) and November 24 (Saturday) for Thanksgiving

December 22 (Saturday), December 24 (Monday) and December 25 (Tuesday) for Christmas

Georgia Archives Centennial Celebration

On Saturday, August 18, Friends of Georgia Archives and History (FOGAH) hosted a well-attended event celebrating the 100th anniversary of the Georgia Archives.

The celebration began in the Georgia Archives' lobby at 4:30 p.m. with a reception, a chance to see the current exhibit on Georgia's earliest land records, and a slide presentation of the history of the Georgia Archives. Tours were available to attendees, which included viewing original documents in the Archives' Original Documents Reading Area (ODRA).

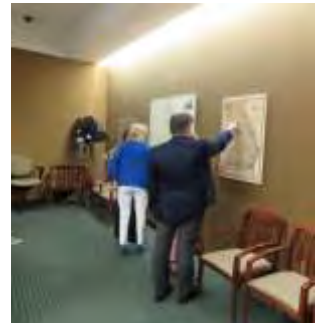
In the lobby, a book signing was held with First Lady Sandra Deal for her 2015 GHRAC award-winning book *Memories of the Mansion: The Story of Georgia's Governor's Mansion*.

Attendees moved next door to the National Archives at Atlanta for a program which featured dinner and special speakers. Georgia Governor Nathan Deal, United States Archivist David S. Ferriero, Deputy State Archivist Steve Engerrand, and Georgia State Senator Valencia Seay spoke.

To commemorate the anniversary, President Donald Trump sent a letter to Governor Nathan Deal to congratulate the Georgia Archives on 100 years of operation. The letter is on display in the Reference Room at the Georgia Archives. (Photograph below.)



Photography credit on page 5: Greg B. Minchew and Georgia Archives' staff. To view additional photographs please visit the Georgia Archives' online exhibits: https://www.georgiaarchives.org/online_exhibits/



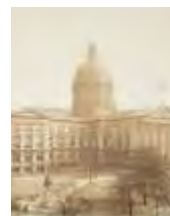
A Centennial Story Georgia Archives Timeline

The Georgia Archives Timeline can be viewed on the Georgia Archives' online exhibits where you can access virtual exhibits covering a variety of topics, illustrated with records from the holdings of the Georgia Archives. To visit "The Georgia Archives Timeline" and other exhibits go to: https://www.georgiaarchives.org/online_exhibits.

1918

State Archives established by the Georgia Legislature, August 20, 1918 and organized under the State Historical Commission.

Lucian Lamar Knight, Director 1918-1925



1930

State Archives moves from the Capitol Building to Rhodes Hall, located in north Atlanta. Rhodes Hall was the former residence of A.G. Rhodes, owner of Rhodes Furniture.

Ruth Blair, Director 1925-1937

1931

State Historical Commission abolished. Archives transferred to Secretary of State.

Louise Caroline Frederick Hays, Director 1937-1951

Mary Givens Bryan, Director 1951-1964



1965

Archives moved from Rhodes Hall to a new purpose built State Archives Building on Capitol Avenue in Atlanta.

Carroll Hart, Director 1964-1982

1972

Records management program established.

1979

State Archives building named for Secretary of State Ben. W. Fortson.

Edward Weldon, Director 1982-2000

Don Schewe, interim Director 2000

David Carmicheal, Director 2000-2012

2003

State Archives moves from Capitol Avenue to the present building in Morrow, Georgia.

Steve Engerrand, interim Director 2012

Christopher Davidson, Director 2012-present

2013

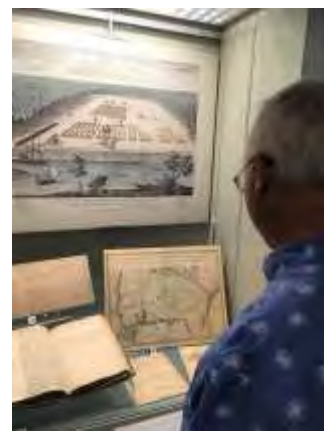
Archives transferred from Secretary of State to the University System, Board of Regents.



Georgia Archives, 100 Years: Where We Are Now Centennial Tours

To celebrate the Georgia Archives' centennial, on the second Saturday of each month, the staff of the Archives gives free unique tours of the Archives. From 10:00 a.m. until 11:00 a.m. The tour group may go on tours such as behind-the-scenes tours in the Conservation Lab or Original Documents Reading Area (ODRA), visit the Reference Room to be introduced to its many resources, or learn stories behind the founding of the colony. Each tour is a little bit different than the last. Visit the Georgia Archives' Facebook page to find information on the next tour.

Meet in the lobby of the Archives. No preregistration is required. Please wear comfortable shoes. Below are a few photographs from some of our tours this year taken by Archives' staff. We look forward to seeing you!



Recent Lunch and Learn Programs from 2018

June 8 — "History Alive: Museum Theatre, Living History, and Audience Engagement" by Ken Johnston, Director of History Now! and Curator of Education at Northeast Georgia History Center. Johnston presented a program on engaging an audience through demonstrating history's relevance in various ways. He stated that this is achieved through personal interactions such as museum theatre, living history interpretation, and digital media outreach character webcasts/webisodes.



July 13 — "Disaster Planning for Your Personal Records" by Christine Garrett, Electronic Records Manager. Christine's presentation helped identify essential personal records and how to protect them from disasters. Christine shared new information on how to recover from a disaster, protect rights and identities, and preserve memories.



August 10 — "History of the Braves and SunTrust Park" by Carolyn Serra, Senior Director of Ballpark Tours, Braves Heritage and Hall of Fame. Those in attendance learned about the more than 145 years of Braves history and the team's move to their new home, SunTrust Park.



September 14 — "Outsiders Everywhere: Self-Taught Artists at the High and Beyond" by Dr. Katherine Jentleson, Merrie and Dan Boone Curator of Folk and Self-Taught Art, High Museum of Art. This talk highlighted some of the recent bellwethers marking the unprecedented merging of self-taught and mainstream art, including the Metropolitan Museum of Art's *Souls Grown Deep* acquisition and exhibition, and the National Gallery of Art's *Outliers and American Vanguard Art*, which is currently on view at the High.



Upcoming Lunch and Learn Programs

The monthly Lunch and Learn programs are sponsored by FOGAH. These free programs are available to the public on the second Friday of each month from noon until 1 p.m. No registration is required. Bring a lunch and enjoy the program.

October 12 — "Southeastern Railway Museum: Georgia's Transportation Museum" by James Polihronakis, Education Coordinator. This presentation will be full of information about the museum's trains, historical exhibits, tours, and activities available for the individual and the whole family.



November 9 — "The Veterans History Project at the Atlanta History Center" by Sue VerHoef, Director of Oral History and Genealogy. A presentation on the oral history collection of those who served in World War II, the Korean War, the Vietnam War, the Persian Gulf War, post 9-11 conflicts, and civilians who supported them.



December 14 — "5 Generations: From Enslavement to Public Service in Atlanta" by Laurel Wilson, MHP, Georgia Historical Records Advisory Council 2017 award-winner. This presentation focuses on a documentary of the achievements of five generations of African-American women in the Metro Atlanta area from Reconstruction through the 20th century.



6th Annual Archives and Genealogy Day

Practical Approaches for Genealogy Research

On Saturday, October 6, the Georgia Archives held the 6th Annual Archives and Genealogy Day: Practical Approaches for Genealogy Research.

Track 1 offered “Beginning Basics of Genealogy” by Laura W. Carter, which focused on the basics of genealogy and included using resources such as census records, proper source citations, document analysis and evaluation, and filling out pedigree charts and family group sheets.

Track 2 offered several sessions. The first presentation was “Genealogy Research Trip Planning: How to get the most out of your visit to the old hometown” by Donna Weathers, a genealogist researcher with over 20 years’ experience who holds a professional certificate in genealogy methodology from Boston University. The next session was “DNA Testing Done: Now What? How to Make the Most of DNA” by Kenneth H. Thomas, Jr., moderator of the Georgia Professional Genealogists and a genealogy columnist for the Atlanta Journal-Constitution. The final individual presenter was Daniel Horowitz Garcia, Regional Manager of StoryCorps and an oral historian who presented “Saving Your History by Sharing Your Story.”

The final session in Track 2 was a panel discussion on resources and methodology with Emma Davis Hamilton, Kenneth H. Thomas, Jr., Elizabeth Olson, and Barbara Stock.

Emma Davis Hamilton is the Membership Director of the Georgia Genealogical Society, and a Past President of the Afro-American History and Genealogical Society, Atlanta Chapter. Elizabeth Olson is the 2014-2018 President of the Georgia Chapter of the Association of Professional Genealogists. Barbara Stock is a Certified Genealogist.

The Friends of Georgia Archives and History (FOGAH) sponsored the morning and afternoon break. Lunch was available for a donation.



Photographs (top left) Laura W. Carter, (top right) Donna Weathers, (bottom left) Kenneth H. Thomas, Jr., (bottom right) and the panel discussion with Emma Davis Hamilton, Kenneth H. Thomas, Jr., Elizabeth Olson, and Barbara Stock.

2018 USG Service Awards Ceremonies

Elizabeth P. Smithgall, communications program manager for the University System of Georgia (USG), posted the following blog entry regarding the 2018 USG Service Awards Ceremonies on the University System of Georgia's employee intranet.

More than 300 USG employees received awards at the 2018 USG Service Awards Ceremonies. The annual event recognizes USG employees who have served for at least five years, as of Dec. 31, 2017.

Chancellor Steve Wrigley presided over the events and he personally presented awards to USG employees with 20 or more years of service. He shared his appreciation for each honoree's commitment, hard work and dedication, which are all integral to the success of our students and a cornerstone of the USG mission.

Employees were honored with their service awards at one of three ceremonies that took place across USG offices in Sandersville, Athens and Atlanta.

Staff of the Georgia Archives and Records Center attended the June 7 ceremony in Atlanta, at the Trinity-Washington Building.

Recognition for 5-9 years of service from the Georgia Archives and Records Center: **State Archivist and Assistant Vice Chancellor Christopher M. Davidson, Clerical Worker Barbara Cook, Archives Technician Alec Hawthorne, Digital Preservation Technician James Irby, Administrative Coordinator Linda Pickering and Records Manager Doug Rollo.**

Recognition for 10-14 years of service from the Georgia Archives: **Reference Archivist Amanda Mros and Facilities Operations Manager Adam Parnell.**

Recognition for 15-19 years of service from the Georgia Archives and Records Center: **Records Center Supervisor Wayne Harrison, Clerical Worker Lynda Jernigan.**

Recognition for 20-24 years of service: **Assistant Director for Archival Services Kayla Barrett**

Recognition for 30+ years of service: **Deputy State Archivist Steven Engerrand, Administrative Coordinator Deborah Robinson (Records Center) and Rosemary Turner, (recently retired from the Georgia Archives).**



Photographs by USG staff. Chancellor Steve Wrigley presents service awards to Deputy State Archivist Steven Engerrand and Assistant Director for Archival Services Kayla Barrett.

Preservation Program Update

A Brief History of the Deacidification and Lamination Efforts of the Georgia Archives

The preservation of Georgia's records has always been one of the top priorities and a point of pride for the Georgia Archives. Lucian Lamar Knight, who became the first State Historian/Director in 1918, expressed his concern for these important documents being used as kindling in the basement of the State Capitol, as well as records generally not being housed in suitable conditions. In his 1921 second annual report to the State Historical Commission, Knight said of the mending of manuscripts performed by the Archives, "we feel that in this one branch of our work, the department has rendered to the State a service little short of priceless." A century and an updated preservation program later, the current staff of the Georgia Archives echo Knight's sentiment.

At the time of the creation of the Archives, the popular term for such efforts was restoration, but now we prefer to use the term conservation. The difference between the two terms is subtle but important. According to the 1972 Georgia Archives publication *Restoring - Preserving Official Documents, Manuscripts, Books and Maps*, restoration is the "repair or rehabilitation of a document in which it regains all or nearly all the qualities and appearances it had in its original state." According to the American Institute for Conservation (AIC), restoration fits under the broader term of conservation, along with stabilization, which focuses on preserving what remains of an item and safeguarding it against future damage (<https://www.conservation-us.org/about-conservation/faqs#.W5-w0PIRepo>). In other countries, the terms are sometimes used interchangeably.

Our past efforts were concentrated on the restoration side of conservation and treatment reversibility was not as much of a concern. The process the Restoration Lab primarily relied on was a combination of deacidifying and laminating documents; two intensive and expensive methods developed around 1940 by William J. Barrow, of the Virginia State Library and later his own W.J. Barrow Research Laboratory. In 1942, the Georgia Archives purchased one of Mr. Barrow's laminating machines, and, as staffing permitted, began laminating everything deemed vitally important to the state.

Archives literature is adamant that both procedures be done in tandem, because "to laminate without deacidification is to fall short of complete paper-preservation and to deacidify without laminating only is to arrest the paper-acidity and not completely to preserve the document" (*Techniques Recommended in Restoring - Preserving of Books, Manuscripts and Documents*; Georgia Archives, 1966). Therefore, the process of preserving the collection began with deacidifying.



Photograph right: Deacidifying records in solution between wire screens (1979), RG 4-1-57.

Preservation Program Update

A Brief History of the Deacidification and Lamination Efforts of the Georgia Archives

(cont. from page 12)

The process of deacidifying documents had multiple steps:

1. A single document was placed between two bronze wire screens.
2. This was soaked for 20 minutes in a solution of calcium hydroxide to neutralize the acidity of the papers.
3. Then soaked in a solution of calcium bicarbonate to remove the calcium hydroxide.
4. The sheets were air dried.
5. They were removed from the wire screens, humidified, and placed in a press for 24 hours.

There was a similar method for bound volumes requiring a technician to sponge on a solution of magnesium carbonate and water, interleaving pages with cardboard sheets, and placing the whole in a press to dry.

Once the inherent acids of the paper were removed, the lamination process was intended to protect items from further environmental risks. Collection items were sandwiched between cellulose acetate film and laminating tissue and placed in the laminating machine, where high pressure and heat effectively sealed the documents. There was also a hand method of laminating where acetone was applied to the cellulose acetate layer, causing it to adhere to the document.

At the time, there were visible problems associated with the lamination process, but many institutions, including the Georgia Archives, felt that the advantages far outweighed the disadvantages. Laminated documents could now be handled by researchers without fear of damaging them further, but the heat of the process, as well as the opacity of the tissue, sometimes distorted the information and media (e.g. wax seals) and made the documents difficult to read. What the restoration staff didn't know then, and what we do know now, is that cellulose acetate degrades over time and puts laminated documents at risk for damage. Sometimes the sealed edges detach, exposing the document, or the film warps while it is still adhered, not to mention vinegar syndrome resulting from the chemical breakdown of the cellulose acetate and what that does to the composition of the paper. (cont. on next page)



L-R: Deacidifying a document by sponging on magnesium carbonate (ca. 1975), sandwiching documents between layers of cellulose acetate and lamination film (1979), laminating sandwiched documents (1979). 4-1-57.

A Brief History of the Preservation Efforts of the Georgia Archives (cont. from page 13)

In an article titled “Look Before You Laminate” in the February 1981 issue of the Archives newsletter, a letter from James L. Gear, the director of the Preservation Services Division of the Library of Congress at the time, responded to the query of an Archives employee regarding the state of lamination. He said, “From an archival standpoint, we insist on reversibility in any treatment of archival records. Lamination using the above type of film--mylar/polyethylene--is not reversible; therefore, it is not considered to be appropriate for archival treatment.” Lamination is, in fact, reversible, but only through the use of an unhealthy amount of acetone and a great amount of time and effort. The article concludes by saying that the Archives hoped this authoritative statement would serve to deter institutions from using such methods without careful consideration.

Further evidence that the Archives was beginning to favor methods of stabilization over restoration can be found in a 1979 report from the Manuscript Section, which would laminate documents from outside entities in return for permission to microfilm. The section head explains how they began discouraging lamination and, instead, suggesting conservation treatment to be performed only on documents too fragile to withstand the microfilming process.

The report goes on to say that the section further advises on safe storage and handling of materials, two tenets of preventive conservation. Conservation treatments can be expensive and time-consuming, but the cost of reducing risk factors before an item is damaged is typically much cheaper than interventive treatments. The report the following year explained that in place of laminating, Restoration Lab staff were performing such conservation treatments as “cleaning, flattening, deacidifying, and mending with water soluble [sic] paste and paper.”

Unfortunately, in 1983, the Restoration Lab was temporarily closed due to a combination of staff departures and budget cuts. However, the Archives was using the opportunity to update the preservation program and “address the modern complexities of conservation, not focus primarily on lamination,” then Archives Director Ed Weldon was quoted as saying (Archives newsletter, summer 1986).

In place of lamination, the Archives began using a transparent material made of inert polyester to sleeve or encapsulate items from our collection. The seams that were once created using double-sided tape are now created with the aid of an ultrasonic welder, which causes the polyester to melt together through vibrational energy instead of through heat. Such a “sandwich” of this material creates an electrostatic charge within and keeps items from slipping out.

The Georgia Archives has continued to concentrate on stabilizing conservation treatments and preventive conservation activities. We do not attempt to return items to original condition, we do not supply missing information, and we certainly do not laminate! Instead, we use easily reversible methods in the event a better treatment method comes along in the future, as well as maintain a proper storage environment and handling procedures to slow the rate of deterioration of our collection. From restoration to conservation, the Georgia Archives has come a long way in 100 years. Dr. Knight would be proud we are continuing to provide such “priceless” service.



L-R: Ultrasonic welder in the Conservation Lab at the Georgia Archives. Confederate money protected in custom-made polyester sleeves.

Records Management

State Records Center Move

This summer, the State Records Center moved from its previous location to a new, larger facility in Austell, near Six Flags. Staff spent the summer getting boxes on the shelves and scanning them into the records management system. Later this fall, the State Records Center will hold a grand opening for its clients, state and local agencies, and other interested parties. Agencies wishing to tour the new facility at a time other than the grand opening will be able to do so.

The new contact information for the State Records Center is:
State of Georgia Records Center
7815 Third Flag Parkway, Suite 400
Austell, GA 30168
Phone: 770-732-5630
Fax: 770-819-6821

Electronic Records Day

October is National Archives Month and October 10 is Electronic Records Day. The first Electronic Records Day was in 2010; the date was chosen due to its numeric representation being similar to binary code (101010). The day is set aside to highlight the special needs and issues of electronic records.

One of the most important tips for managing electronic records is to be proactive instead of reactive. Before purchasing software or hardware, be sure to check its records management abilities. Can it purge records based on retention schedules? How are the records backed up? Is a copy of the records saved in a different physical location on a different server or medium? Is the software or hardware proprietary? Will the agency be able to get the records out in a usable format when switching to new software or hardware? How reliable is the company? All of these are important questions that must be taken into consideration prior to purchasing software or hardware.

Failure to keep the needs of records in mind or not purchasing records management tools as a cost saving measure can cause records to be lost or unusable later. Another way to be proactive is to stay ahead of technological obsolescence and media degradation. Migrate records to new software and hardware before the older versions become obsolete. Software and hardware are not designed to last forever. Continuing to use outdated systems and equipment puts records at risk of being inaccessible or not usable. Being proactive is just one part of an electronic records program; however, it is integral for the success of the entire program.

Staff Updates

New Reference Archivist

The Georgia Archives is pleased to announce that Hendry Miller has been hired as a Reference Archivist. Originally from Barrow County, Hendry is returning to the Peach State after working as a reference and electronic records review archivist at the State Archives of Florida in Tallahassee for two years. Prior to that, he worked as a researcher and instructor at Florida State University. Hendry has earned a Ph.D. and Master's degree in history from Florida State University, a Bachelor of Arts degree in history from Valdosta State University, and an Associate of Arts degree from Gainesville College (now part of the University of North Georgia).



Georgia Archives Conservation Lab

Staff members chose items to go on display for the World War I exhibit opening on November 10. In the lab, staff prepare the exhibit material, mend damaged items, and support fragile pieces for a three-month view in the display cases.

