

FROM The VAULTS

Newsletter of the Georgia Archives

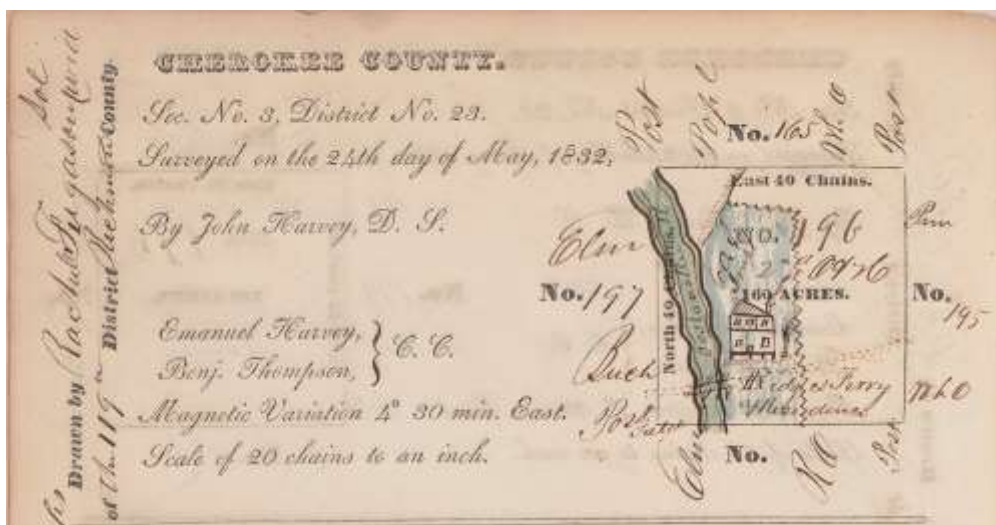


www.GeorgiaArchives.org



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Plat surveyed for the 1832 lottery

Surveyor General, Land Lottery Plat Books, RG 3-3-27

Newest Exhibit

Our newest exhibit is *The Georgia Land Lotteries*, presented by the Georgia Archives, August 21 – December 21, 2019.

The new exhibit features records that document Georgia's push to obtain land from the Creek and Cherokee nations, the process of land distribution under the lottery system, and individual cases surrounding the granting of this land. Among the materials on display are:

- An 1825 letter from John Ross, Principal Chief of the Cherokee, to President John Adams.
- Land lottery tickets from the Cherokee Gold Lottery in 1832, the only known examples of lottery tickets.
- A district plat map for Wayne County from 1805, showing part of the Okefenokee Swamp.
- A statement against Allen Summerall, a free person of color, whose land won in the 1832 lottery, was taken from him and divided between the person who reported him and to the State of Georgia. The informant, Oran Moses, reported him to the Superior Court in Murray County.
- Articles of Impeachment for Land Lottery Commissioner Shadrach Bogan who devised a scheme so that valuable lots would have been won by his friends.

News From Friends of Georgia Archives and History (FOGAH)

Update from the President

As we finish up sweltering through the summer of 2019, think fondly towards the cooler months that will be coming soon, and to get into a bit of Christmas spirit early, I want to let you know the FOGAH Christmas ornament will be on sale very soon. This year's ornament features both chambers of the Georgia General Assembly on a dual-side ornament. We hope that you like it. Remember, all the proceeds from our ornament sales help fund programs at the Georgia Archives.

FOGAH would like to extend our invitation to join FOGAH. Your membership helps support the many events that the Georgia Archives hosts throughout the year. If you would not like to join FOGAH, consider a one-time donation to support a specific event or project. For more information about memberships and donating to FOGAH visit our website: <http://fogah.org>.

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

Greetings. Welcome to our newsletter, *From the Vaults*. You will notice some changes in this newsletter from previous issues. The Lunch and Learn programs are not included, nor are other events with specific dates and times. You can find out about these and other upcoming events on our website: www.georgiaarchives.org, or on our Facebook page. We will continue to send out press releases and email blasts on specific events.

From the Vaults will be published twice a year in March and September. The articles will inform you on projects in various areas of the Georgia Archives. In this and subsequent newsletters, Reference, Collections Management, Conservation, Preservation/Reformatting and Records Management will be represented.

The Archives' offers and hosts free events throughout the year. In February is Georgia Day when the Royal Charter and Georgia's official copy of the Declaration of Independence is on display. Celebrating Georgia Day, the February Lunch and Learn program is a presentation on colonial Georgia. Also in February we host an all-day event for Black History Month.

This year's history symposium, *From Field to Mill Town: Cotton and Textile Culture in Georgia*, will be held on April 4.

Along with annual events, we offer monthly free Lunch and Learn programs held on the second Friday of the month from noon to 1:00 p.m. You may bring a lunch and enjoy an interesting presentation. We are thankful to Friends of Georgia Archives and History for sponsoring the Lunch and Learn programs. Visit our website to see the next three programs, and our Facebook page for more information on that month's Lunch and Learn presentation.

We also offer unique Saturday quarterly tours throughout the year. Each tour focuses on a different theme. Our December tour will be on Saturday, December 7. This will be a behind-the-scenes tour in Conservation. We also create tours upon request.

We hope to see you at the Georgia Archives to research and to enjoy our many events.

Christopher M. Davidson, J.D.



Conservation

Thinking Inside the Box: or How Prevention is Conservation

The following article was written by Georgia Archives' summer intern Luke Hester.

When introduced to the conservation of paper-based materials, one may assume that it is all about fixing enormous tears, undertaking complex cleaning procedures, and bringing an object closer to its original appearance. This was the mindset that I had when I became one of the FOGAH-funded, pre-program summer interns for 2019 in the conservation lab of the Georgia Archives.

Soon I learned that a large portion of the work is instead stabilizing pieces for the future, and that extensive conservation undertakings are only performed when necessary. This is especially true at an institution such as the Georgia Archives, which has a long history of preservation. As briefly outlined in the October 2018 newsletter, from the days of now-discredited lamination to more current methods such as the use of acid-free, alkalized storage materials for our precious items, the Georgia Archives has long focused on preserving documents.

For the Archives, where the legibility and informational value of the documents are of primary concern, making improvements to the aesthetical value of the piece is seldom the end goal. In terms of paper discoloration (one of the most visible aesthetic issues with a piece), there are numerous methods of cleaning that could potentially brighten a discoloration. But these methods could also harm the various types of media and paper supports that are common. Even from a perceived 'tame' treatment of washing with water, to more aggressive methods such as bleaching, the potential for the many types of ink to run or paper to be degraded must be factored in. In essence, improving the aesthetic value may potentially jeopardize the object and information it presents. This is why stabilization is the key first step in prepping a piece for preventative measures.

So instead of focusing sole attention on the lengthy repairs of previously damaged materials, it is just as important to prepare materials to go into longer-lasting, controlled environments for preservation. This will help these objects stay in a state for them to be useful for future generations. My experience as an intern has changed my whole view on the philosophy behind our conservation practices, and I have continued to learn more about this and the actual implementation of them. Now honing these skills with objects from the collection, I gained an incredibly valuable introduction to the techniques and ideology of conservation.

For a large portion of paper documents, the stabilization process begins with surface cleaning and mending tears. Further measures can be taken such as reducing old adhesives mechanically, or with solvents, or washing the piece in an aqueous environment. Washing is generally intended to reduce the amount of acidity that has inherently built up in the paper. The goal of these processes is to extend the longevity of the collection, and includes the housing as well.

Be warned: big name companies may tempt you with materials of “archival quality,” though there is no standardization of what this specifies. For individual paper objects, generally the use of three types of plastic sleeves or sheets is safe: polyethylene, polypropylene, and polyester. Along with sleeves, a folder or container that is both “acid-free” and “buffered” is key. Papers, especially more modern papers produced from wood pulp, can naturally become acidic and discolor over time. These occur hand-in-hand, though one does not inherently cause the other, which is why the storage conditions are important for every piece. Folders, even when acid-free at time of manufacture, can still become acidic over time. By being buffered, a chemical is added that allows the pH to remain more resistant to change over time, an important factor for long-term storage.

For books and larger materials, again, we aim for them to be stabilized, as opposed to attempting to remedy aesthetic issues. This prepares them to be housed in enclosures, such as boxes, specifically made for each book so that it can remain in a stable state while in the collection. This is even the focus for objects with more serious damage, such as mold or the incorrigible red rot, which affects leather. We cannot completely stop degradation, but rather try to slow damage in its tracks as much as possible, and then prepare items for long-term housing to minimize further degradation.



Intern Luke Hester is using an airbrush to tone Japanese tissue suspended across a custom jig

Notes from the Collections Management Section

The Collections Management section accessioned more than thirty government records series in fiscal year 2019—altogether roughly 290 cubic feet of records. Among them are records from the Georgia General Assembly, Nathan Deal's gubernatorial administration, and the State Properties Commission. Archivists worked to process, catalog, and properly store these records—which document the legal and administrative functions of state agencies—for use by current and future researchers. Record series 87/1/59, the MARTA Minutes of the Standing Committees/Board of Directors, 1972-2010, recently transferred to the Archives, features the public's interaction with the agency. Archivist Amanda Mros processed these records. Public hearing transcripts, covering the time period 2000-2010, within these minutes document meetings on MARTA policy decisions and demonstrate the questions and concerns expressed by members of the public about those decisions.

In addition to adding new items to the Georgia Archives' holdings, we have worked to ensure future access to our records by re-housing records from older, acidic containers to modern, acid-free and buffered containers. Archivist Caroline Crowell worked on re-processing record series 1/1/5, Governor's Subject Files. Before the 1930s, these files are predominantly incoming correspondence to the governor, filed chronologically, and need physical updates to have fully modern archival housing. Caroline is currently working on the correspondence from Governor Slaton's second term (1913-1915), which are of particular interest as it includes correspondence discussing the possible commutation of Leo Frank's death sentence.

We also work to make records more accessible by creating folder-level inventories. Archives Assistant Kersten Toebben created folder inventories for record series 86/1/7, Natural Resources A-95 Program Grant Review Files. These records document projects relating to recreational areas and highway extensions throughout the Peach State. While this is an ongoing project, the folder listing will help researchers locate project files that were previously identified only by project number.

Notes from the Collections Management Section cont.

Though our primary focus is on Georgia government records, Archives staff also accepted/processed several privately donated manuscript collections during the past year. In addition to working on several government record series, Archivist Tamika Strong worked on processing an addition to collection 1966-0501M, Georgia Home Economics Association Records. Tamika also worked on the collection 1960-0104M, the Martha Reid Robinson genealogical collection. This collection was initially processed by former director of the Georgia Department of Archives and History Miss Carroll Hart. In reprocessing this collection, Tamika re-folded, and copied and removed acidic notebook covers. The collection grew from 8 cubic feet to 10 cubic feet, consisting of 749 folders divided into two series, Surnames and Locations. Ms. Robinson was a Coweta County Chapter Regent of the Daughters of the American Revolution and the collection contains information she collected on various surnames and locations. Original records, including marriage licenses, slave bills of sale, and correspondence dating back to the early 1800s can also be found in this collection. A finding aid for the collection is available in the black file cabinet in the microfilm room.

If you are interested in any of these government records series or privately donated manuscript collections mentioned here, or any other records at the Georgia Archives, you can contact us by submitting a question to our Ask an Archivist form found under the “research” tab on our website: www.georgiaarchives.org, calling us at 678-364-3710, or visiting us in person.



Images: (Top) Rehousing records from (left) older containers to (right) buffered-containers and folders (Bottom) War ration book from the Martha Reid Robinson genealogical collection

Introducing the Georgia Archives Virtual Vault: Some Featured Collections

The Virtual Vault located on the Georgia Archives' webpage www.georgiaarchives.org under "Featured Content" is your portal to some of Georgia's most important historical documents, from 1733 to the present. The Virtual Vault provides virtual access to historic Georgia manuscripts, photographs, maps, and government records housed in the Georgia Archives.

You may start your search of the 51 collections by typing a keyword into the "Search" box. Or, select one collection to search. Featured below are descriptions of a just a few of the collections. We invite you to search this invaluable resource.

Historic Schools Photograph collection: The Historic Schools photograph collection is one of our more recent additions to the Virtual Vault. The collection contains approximately 1,800 images taken by the Georgia Department of Education in the 1950s. The images show Georgia primary and secondary public schools that were scheduled for demolition. The collection includes both white and African American schools from across the state.

The Georgia Department of Education undertook a building program in the 1950s in response to a 1947 survey that found that the State had too many small, poorly built schools. The survey also found that general schoolhouse conditions were deplorable and that African American schools were in worse shape than the white schools. As a result, schools were consolidated, some new buildings constructed, and small or poorly built schools were demolished. Between 1942 and 1956, the total number of schools in Georgia dropped from 3,205 to 2,480.



Image from Historic Schools photograph collection: Nevils School. Bulloch County

Sp26-016-15b, Small Print Collection, Georgia Archives, University System of Georgia

Introducing the Georgia Archives Virtual Vault cont.

Mines, Mining and Geology collection: The Mines Mining and Geology collection contains approximately 4,000 photographs from the State Geologist Photographs and Negative Files, RG 50-2-33. The photographs were taken primarily by S.W. McCallie and R.W. Smith, Georgia State Geologists, and other staff members of the State Geological Survey, later known as the Department of Mines, Mining and Geology.

Although a majority of the images are of geological sites, others show old bridges, roads, industrial sites, water wheels, iron works, and gold mines. The bulk of the images were taken between the 1910s and the 1940s. Consequently, this collection documents rather completely the early industrial development of Georgia. These photographs moreover depict the variety of natural beauty of the State.

Vanishing Georgia collection: The Vanishing Georgia photographic collection of almost 18,000 images is the result of a Georgia Archives project begun in the mid-1970s to locate and copy historically significant photographs held by individuals throughout Georgia. A National Endowment for the Humanities grant supported an expansion of the project from 1977-1979, and images continued to be added to the collection until 1996. If you visit our Facebook page, you will see posts of photographs from this collection.

WWI Casualties Scrapbooks: The documentation of every casualty from Georgia in the Great War was one of the first projects undertaken by the newly-created Georgia Department of Archives and History in 1919. Rosa Talbot Knight, wife of Archives Director Lucian Lamar Knight, combed newspaper clippings, biographical sketches, letters and memoranda furnished by relatives of the casualties, and the records of the State Council of Defense to supplement the roster compiled by the federal government of all soldiers, sailors and marines who served.



Image from Vanishing Georgia collection. Sugar Valley, 1930. Norrel Spring. Milk and butter were often placed in the spring water during the summer months in order to keep them cool.

gor325, Vanishing Georgia, Georgia Archives, University System of Georgia

Introducing the Georgia Archives' Online Exhibits

Virtual exhibits covering a variety of topics, illustrated with records from the holdings of the Georgia Archives are located at: https://www.georgiaarchives.org/online_exhibits.

Our current online exhibits are *Primary Sources that Document Enslaved and Free Persons of Color*; *World War I in Their Words: Letters Written by Georgia Soldiers and Their Families*; *Reading and Interpreting Handwriting*; *Georgia Archives Timeline*; and *Georgia Archives Centennial Event*.

Look for future new exhibits to be added to our online collection.

Featured Online Exhibit: *Reading and Interpreting Handwriting*

Historic documents can be challenging to decipher. This exhibit shows examples and gives helpful hints on how to read 17th to early 20th century handwriting. A printable alphabet from 1600 to 1900 is available in a link on the first slide of the exhibit. Not only is *Reading and Interpreting Handwriting* used by researchers, but is also used in college classes. Included in this exhibit are examples and translations which assist the researcher in deciphering documents.

Reading and Interpreting Handwriting Online Exhibits
Original entry by anujgins, Georgia Archives Staff, October 02, 2017. Last edited July 26, 2018.

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Some letters look the same. It's easy to mistake one for another when there isn't enough context to tell you what the letter is.

S and L

Lands reserved
Lands reserved

Secretary of the Executive
Secretary of the Executive

Does the last name start with S or L?

John B. Lowell

o and a

to obtain of said court
to obtain of said court

e and i

his he subscribed
his he subscribed

I and J

James January
James January

Interest I think
Interest I think

M, N and W

Wilmington
Wilmington

Missionary House
Missionary House

William Will

William Will
William Will

Not William

Not William
Not William

s and r

so far as
so far as

Reading and Interpreting Handwriting Online Exhibits
 Original entry by shudjins, Georgia Archives Staff, October 02, 2017. Last edited July 26, 2018.

5 of 18 If you encounter unfamiliar words or abbreviations in county or state records, consult a law dictionary.

 L.S. (locus sigilli): A seal

by virtue of a fi fa issued from Leonard Couch
 Fi fa (feri facias): A writ to a sheriff for executing a judgment.

named "to take care of, and manumit as soon as possible, two negroes Lewis and Chino."
 Manumit: Freeing of a slave.

intermarried with Charles
 Intermarried: Married.

said Richard South he is Injured and hath sustained damage for hundred pounds specie and thereupon he bring his suit
 Specie: Money in the form of metal coins.

Records Management

State Records Center: New Location, New Procedures

The State Records Center completed its physical move from its old location in Atlanta to its new location in Austell in July 2018. The new building increased the storage capacity of the Records Center, including updating its space management software. We have streamlined procedures to increase efficiency and list location of instructions and forms available online at <https://www.georgiaarchives.org/records>, under State Records Center. State agencies, local governments, and universities can reach SRC staff by emailing StateRecordsCenter@usg.edu or by calling 770-732-5630.

The Records Center has implemented new procedures for the intake of records. In the past, agencies submitted transmittal forms for the transfer of new records, staff then processed the forms, and sent the agencies labels to put on their boxes before the records transferred. The new procedures are similar, with the exception that agencies do not receive the labels. Instead they write the consignment and box numbers on the broad side of the boxes and the Records Center staff adhere the labels to the boxes once the boxes arrive at the SRC. The change results in faster turn-around for agencies that have records ready to send.

State Records Center Overview

State Records Center (SRC) staff often receive questions relating to what the SRC does and how its work differs from that of the Archives. The State Records Center is a fee-based operation that stores temporary paper records for state agencies, local governments, and USG institutions. The records at the SRC are not needed on a regular basis by the agency. However, they cannot be destroyed until the retention period, as determined by their retention schedules, has been met.

The records at the State Records Center belong to the creating agency, not the State Records Center. Therefore, only designated staff from the agency can request and review the records. Members of the public wishing to see the records cannot directly ask to see the records at the SRC. The public must request the creating agency to pull the records and follow the agency's policies about reviewing their records. In cases of litigation, subpoenas must be submitted to the creating agency.

The Archives houses paper and electronic permanent records of state government agencies as designated by retention schedules. The records at the Archives belong to the Archives and are usually open to the public.

State Records Committee – April 2019 Meeting

The State Records Committee met on April 18 and approved revisions to the records retention schedules of the Department of Natural Resources – Environmental Protection Division and the Common Schedules for State Agencies. The Committee's next meeting is in October. The deadline for submitting the template for creating and/or updating schedules for the October meeting has passed. The deadline for submitting the template for the April 2020 meeting is February 1. E-mail Karl Simpson at karl.simpson@usg.edu to receive the template and information on the process to revise record retention schedules.
