

COVID-19 Edition

KCA Board

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Filson Historical Society

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Kentucky Department for Libraries
and Archives

Letter from the Chair

Greetings KCA Members,

I hope this note finds you and yours healthy and safe. I am sure many of us never anticipated that our jobs and duties would be performed remotely. When everything shut down quickly this spring, one of my first thoughts went to how the pandemic and extended shutdowns would affect our disaster and emergency response and planning. Disaster planning has long been tied to proper care and management of our archives. But it has often fallen to the backburner as day-to-day operations or long-term projects take our attention and limited resources over planning for events that seem unlikely to happen. With disasters, it's not just a matter of if a disaster will strike but when. Institutions who are prepared are likely to be more resilient as recovery efforts take place. Many of you likely have disaster plans in place, but I would expect none of us were prepared nor planned for the effects of a global pandemic on our institutions.



Danielle Spalenka
KCA Chair, 2020-2021

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That is why I would like to invite you to KCA Fall virtual workshop focused on Emergency and Disaster Planning. This virtual workshop will take place on Friday November 20 and will be offered for free thanks to funding from the National Endowment for the Humanities. In July 2020, the Filson Historical Society was awarded a Preservation Assistance Grant for Smaller Institutions Grant from the NEH. The NEH has long recognized the importance of disaster planning and training, and so the Filson asked for funds to provide training to staff and archivists across Kentucky. While we had hoped to provide the workshop in-person, the structure and topics are suitable to do virtually. The workshop will be a mix of pre-recorded content and live discussions that we hope are mindful of everyone's hectic and unpredictable schedules. The workshop is free but we will still require advanced registration.

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Letter from the Chair, continued

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While we have all gone virtual, the KCA Board still has been working behind the scenes to meet the needs of our members and to think of ways to keep us engaged and connected in these strange and chaotic times. I was so pleased to see the turnout at our virtual coffee hour in August where we discussed reopening policies and procedures and had the chance to all check-in with each other. We have plans to host another virtual coffee hour at the end of the year, so please stay tuned for details.

We have many new faces on the KCA Board Members -- many of whom are returning to the board in new roles -- and I want to take a moment for introductions. Megan Mummey, Assistant Director for Collections for the Special Collections Research Center at the University of Kentucky, joins us as our new Vice-Chair. Sandra Baird, College Archivist and Curation Librarian at Georgetown College is our new Treasurer. Cathrine Giles, State Records Branch Manager at KDLA, has taken over newsletter duties as our Newsletter Editor. Dieter Ullrich, Head of Special Collections & University at Morehead State University, joins us a Member-At-Large. And finally, after volunteering to take over the vacancy of Webmaster this winter when Daniel Weddington left, Mark Meade will continue as Webmaster after being elected this Spring. Please give a warm welcome to the newest additions to the KCA Board!

This year has brought so many struggles for our personal and professional lives. We hope that KCA can serve as a resource to connect with colleagues even if we are unable to gather in person.

All the best,
Danielle

Find additional [KCA Governance](#) information on our website.

Sandra Baird

KCA Treasurer, 2020—2023

Treasurer's Report

Membership

Annual Dues Collected, to date: \$682.70

Membership as of October 21, 2020: 34 members

Quarterly Income/Expenditures (July - September)

Interest Earned July - September: \$1.15

Bluehost Domain Name Renewal: **-\$17.99**

Total Quarterly Expenses: **-\$16.84**

Funds

Bank Balance (including interest): \$9,460.17

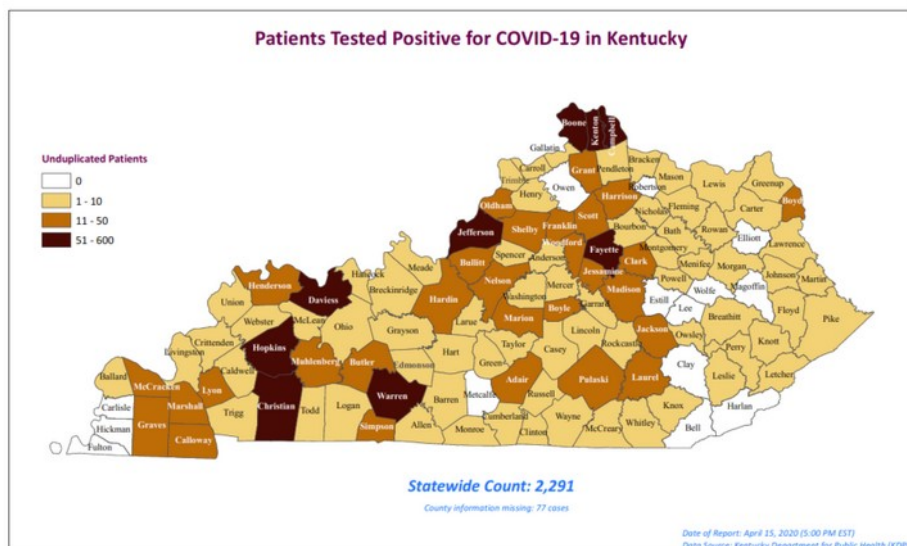
PayPal Balance: \$1,523.21

Total Funds available as of October 21, 2020:
\$10,983.30

COVID-19 Resources

COVID-19 Notices

Please visit <https://kycovid19.ky.gov/> for updates and current information on government resources and closings. The KDLA has online resources that can still be accessed during the closure at <https://kdla.ky.gov/>.



Interactive Maps **NEW**

View Confirmed Cases, Cases by County, Cases by Sex, Cases by Age Group, Confirmed Deaths, Deaths by Sex and Deaths by Age Group.

Mobile Dashboard

Desktop Dashboard

In the event of a discrepancy between case confirmations, please note kycovid19.ky.gov is reporting confirmed cases by the Kentucky Department of Public Health (KDPH). We are working diligently to confirm cases as they are reported to KDPH.

The Team Kentucky Fund

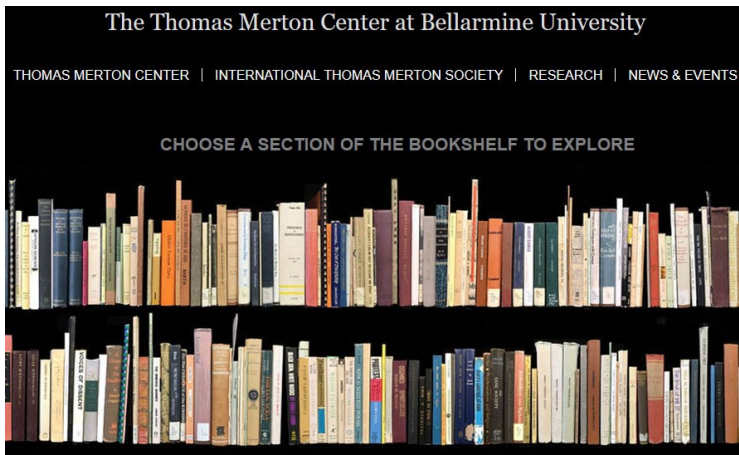
Governor Andy Beshear invites all Kentuckians to make a tax deductible donation to the Team Kentucky Fund. This fund provides assistance to Kentuckians who have been severely financially impacted by the COVID-19 emergency.

DONATE

KCA Membership News

News from The Thomas Merton Center at Bellarmine University

Submitted by: Mark Meade



The Thomas Merton Center at Bellarmine University has recently initiated a project to digitize its collection of books with Thomas Merton's marginalia (marginal notes, inscriptions, and underlining and other markings). Book covers, contents and some front matter, and pages with Merton's notes or markings were among the included pages. The project is an extension of the Merton Center's growing digital collections in Omeka and touch-screen finding aids. At present, roughly a quarter of the collection is available.

Other literary manuscripts repositories have conducted similar projects. Bard College in New York has an online exhibit of Hannah Arendt's marginalia. Arendt's books are also found among Merton's books with marginalia, and her writings on the Adolph Eichmann trial and "the banality of evil" were influential on Merton's reflections on the Holocaust (see the image sample of Merton's notes and underlining from his copy of Arendt's *The Human Condition*).

Beyond the importance to scholars of Merton's reading and research notes, the casual researcher will be interested to note the broad range of Merton's reading interest including philosophy, world literature, and psychology as well as pillars of the Catholic cannon and scholars from other religious traditions. In what is scanned so far, you can find, for example: Aristotle, Basho, William Blake, Dietrich Bonhoeffer, Martin Buber, Albert Camus, Ernesto Cardenal, Rachel Carson, St. John Cassian, St. Catherine of Siena, Dante, Sigmund Freud, Gandhi, William Faulkner, and Aldous Huxley.

The website for the exhibit is:

<https://merton.bellarmino.edu/books>.

The Human Condition

dreams of man, but it hardly would have led into the universe; it might well have brought about the unification of the earth, but it hardly would have brought about the transformation of matter into energy and the adventure into the microscopic universe. The only thing we can be sure of is that the coincidence of the reversal of doing and contemplating with the earlier reversal of life and world became the point of departure for the whole modern development. Only when the *vita activa* had lost its point of reference in the *vita contemplativa* could it become active life in the full sense of the word; and only because this active life remained bound to life as its only point of reference could life as such, the laboring metabolism of man with nature, become active and unfold its entire fertility.

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THE VICTORY OF THE *Animal Laborans*

The victory of the *animal laborans* would never have been complete had not the process of secularization, the modern loss of faith inevitably arising from Cartesian doubt, deprived individual life of its immortality, or at least of the certainty of immortality. Individual life again became mortal, as mortal as it had been in antiquity,

Merton's notes and underlining from his copy of Arendt's *The Human Condition*.

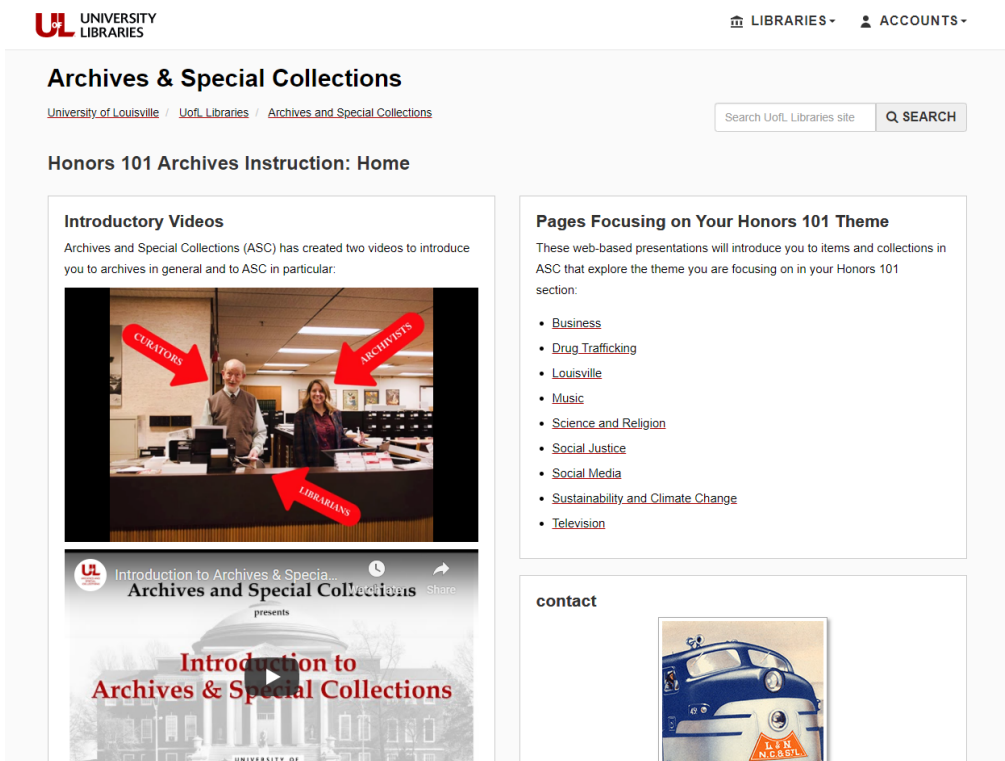
KCA Membership News

News from University of Louisville

Submitted by: Rebecca Pattillo, Carrie Daniels

Virtual Archives Instruction at University of Louisville Archives and Special Collections

University of Louisville Archives and Special Collections (ASC) recently created a number of videos and class-specific webpages to attempt to replicate our in-person instruction that could not safely happen during Covid-19. While we are available for synchronous virtual instruction, we felt it necessary to create videos that users could access asynchronously, as our university offered not just in person, but hybrid and fully remote courses for Fall 2020. Squeezing what is typically an hour and fifteen minute class into short instructional videos was by-far the biggest challenge (never mind that we also had to learn new software). We understood that the videos needed to be short, engaging, and concise. It was important that our videos not just replicate a traditional “show and tell” of our



materials, but educate users on what an archive is, what archivists do, how our biases come in to play, and why silences exist in the historical record. Therefore, we chose to break them up based on our goals: an introduction to archives and archival labor, an introduction to our specific collections, how to navigate a finding aid, and how to search our ArchivesSpace catalog.

We first wrote and edited our scripts based off of talking points we cover in-person. Once the script was complete, the audio was recorded using different tools based off what was available in the home of the

narrator. One person used the iPhone voice memo app while shut in a very small home closet while another used the microphone on her MacBook. Two of the videos, “A Brief Introduction to Archives” and “Introduction to Archives and Special Collections,” were produced using Camtasia software. The intent was for these videos to be dynamic with a lot of visuals to keep the viewer’s (student’s) attention for eight minutes each. Camtasia is a great program for creating movement, basic animation, and making simple text compelling, and allows for the use of multiple static images, gifs, screencaptures, audio, and videos into one final video.

The other two videos, “Searching the Archives Catalog” and “Exploring the Mysteries of Finding Aids,” were also produced using Camtasia, although in this case utilizing its screencasting functionality. You can view all of the videos on our newly created YouTube page: <https://bit.ly/37uWIEM>

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KCA Membership News

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In addition to the videos, we took advantage of a new university-wide partnership with Adobe and created pages using Adobe Spark that highlighted specific collections or materials that related to a topic that the university's Honors 101 course centered around. These topics included Drug Trafficking, Social Media, Climate Change and Sustainability, Business, Louisville, Music, Social Justice, and Science and Religion. As you can imagine, some of these demanded that we think creatively about our materials! This work was divided among five archivists, Carrie Daniels, Kyna Herzinger, Delinda Buie, Rachel Howard, and Rebecca Pattillo, and utilized a variety of already-digitized material, newly digitized material, and simply snapping a picture with our personal camera phones. We hope that the pages can be used in future in-person instruction, along with the physical materials.

You can view the Honors 101 LibGuide that includes two of the videos and all of the Spark pages here: https://library.louisville.edu/archives/honors101_asc.

Welcome, Lauren Bickel

University of Louisville Archives and Special Collections welcomes Lauren Bickel as our Library Assistant. A native of Nashville, Tennessee, Lauren recently completed her master's in library science at Aberystwyth University in Wales. During her master's program, she gained experience with archival materials and description at the National Library of Wales and with the Royal Commission on the Ancient and Historical Monuments of Wales. Lauren also brings with her a wealth of public library experience. She holds a bachelor's degree in English from Lipscomb University in Nashville. Lauren will be processing collections, supervising students, and providing reference assistance in our research room, as well as supporting our business operation

News from Midway University

Submitted by: Daniel Weddington

After a brief stint at the University of Michigan, Daniel Weddington has returned to Kentucky to serve as the new Research Librarian and University Archivist for Midway University. In addition to providing research services and instructional leadership for the Little Memorial Library, he will manage acquisition, processing, preservation, and access for Midway's historically significant institutional records and collections. Daniel has previously served as an archivist at the University of Kentucky, Berea College, and Eastern Kentucky University, and is a former KCA chair.



KCA Membership News

News from University of Kentucky Libraries Special Collections Research Center

Submitted by: Sarah Dorpinghaus



The [Laura Clay papers](#) at the University of Kentucky Libraries Special Collections Research Center have been digitized and are now available on [ExploreUK](#) (in addition to the [Laura Clay photographs](#)). The collection (dated 1819-1959, bulk 1906-1920; 13.63 cubic feet) consists of correspondence, pamphlets, periodicals, organizational records, petitions, scrapbooks, broadsides, programs, legal documents, and suffrage pins and ribbons, which document the career of Kentucky suffragist Laura Clay.

The bulk of the collection consists of Clay's correspondence with other suffragists, family members, legislators, and businesspeople. Notable correspondents include Susan B. Anthony, Carrie Chapman Catt, Anna Howard Shaw, Harriet Taylor Upton, Madeline McDowell Breckinridge, Ida Husted Harper, Kate M.

Gordon, Alice Stone Blackwell, Ida Porter Boyer, and her father Cassius M. Clay. The collection includes programs, petitions, expenditures, and minutes of the Kentucky Equal Rights Association, the National American Woman Suffrage Association, and the Southern States Woman Suffrage Conference.

There are a number of pamphlets dealing with topics such as woman suffrage, child welfare, civil service reform, the peace movement during World War I, and temperance as well as speeches given by Laura Clay and others on these topics. It also holds many of Laura Clay's personal materials, including a diary, badges, banners, and compositions. See the full collection guide and learn more about Laura Clay at tinyurl.com/lauraclay.



KCA Membership News

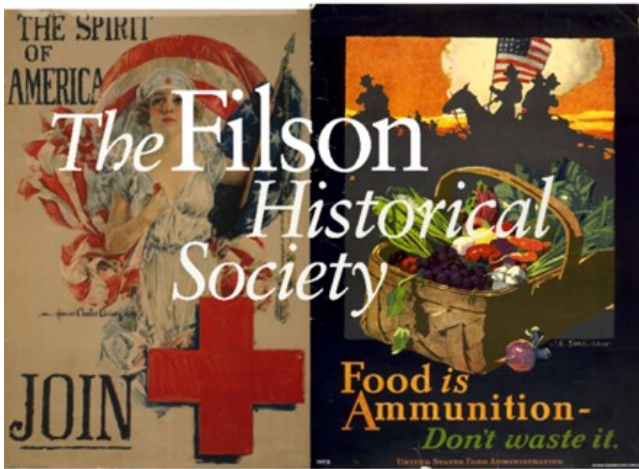
News from Northern Kentucky University

Submitted by: Lois Hamill

The Special Collections and University Archives has been working to write new finding aids and to deliver new resources via the NKU Digital Repository <https://dspace.nku.edu/>. New finding aids are being added to a finding aid folder here <https://dspace.nku.edu/handle/11216/3211>. Recently digital scans and/or transcriptions for MS-40 Bruce Family Papers were added. The collection discusses the life of a large, 19th century slave holding Covington, KY family that was involved in business, banking, agriculture and the Roebling Bridge construction. This is a very rich collection with depth in a number of areas. It discusses enslaved people, slave holding, the sale and transfer of enslaved people, and the genealogy of about five enslaved people; the Civil War; national politics-presidential elections; women writing about their daily lives – raising families, sick children, gardening, preserving food; health issues including cholera outbreaks; and funeral arrangements for a family member in Linden Grove Cemetery. There is a substantive quantity of checks and loan documents drawn on Cincinnati area banks useful for examination of 19th century financial practices, documents from executing two estates, and several early pencil drawings by primitive artist Mary Bruce Sharon. The finding aid is in the Digital Repository in the Finding Aid folder and describes each item individually, although not all have digital copies in the repository.

News from The Filson Historical Society

Submitted by: Heather J. Potter



The Filson Historical Society is pleased to announce the launch of the COVID-19 Poster Project with grant support from the [Snowy Owl Foundation](#) and contributing sponsor Mountjoy Chilton Medley. This project was inspired by [The COVID-19 Poster Project](#), a bold and innovative collecting initiative at the Wisconsin Historical Society. The Filson is excited to commission local artists to create original, mass-reproducible graphic works inspired by our collection of World War I posters there by linking the study of the past with the urgency of the present. The Filson has commissioned a diverse group of seven local artists to design and produce a collection of original

new posters in a digital format that speaks to and about life with COVID-19 in the Louisville area.

In November, the Filson will launch an online shop where the Filson will then sell prints of the posters to raise money for local artist via [The Artists Relief Trust](#) with 100% of the proceeds being donated. Stay tuned to our social media pages for additional information on the project, poster sales, and to learn more about the selected artist.

KCA Membership News

News from Kentucky Department for Libraries and Archives

Submitted by: Cathrine Giles, Jennifer Patterson

Manuel Appointed State Archivist, Milburn Named Deputy Commissioner

Terry Manuel, Kentucky Department for Libraries and Archives (KDLA) commissioner and state librarian, has been appointed state archivist. Beth Milburn has been appointed KDLA's deputy commissioner. KDLA is an agency in the Education and Workforce Development Cabinet.

As state archivist, Manuel will oversee records management services for state and local governments. The state archivist is also the coordinator of the Kentucky State Historical Records Advisory Board (SHRAB), which provides advice, assistance, and leadership to nearly 300 archival and manuscript repositories in the state.

Currently, the state archives hold over 100,000 cubic feet of permanent public records dating from 1790 to the present, and 238,075 cubic feet of state and local temporary public records held in the State Records Center. These holdings include records from each gubernatorial administration and all 120 counties.

Manuel joined KDLA in 1992 and has served in many roles, including regional consultant, technology consultant, branch manager for Library Development, and division director of Library Services. He has held the position of commissioner and state librarian since 2016 and has been acting state archivist since 2019. In addition to his bachelor's degrees in history and sociology from Pikeville College (now University of Pikeville), Manuel earned a master's degree in library and information science from the University of Kentucky and a master's degree of science in law at Champlain University.

Manuel said, "My goal is to provide a unified vision for the agency, enabling KDLA to take a more dynamic approach in meeting the informational and archival needs of the Commonwealth, and to uphold the high standards that Kentucky historian Dr. Thomas Clark established for the Commonwealth."

Clark, Kentucky's Historian Laureate for Life from 1990-2005, crisscrossed the Commonwealth collecting documents others were ready to discard because he believed in the value of preserving the documents of Kentucky's heritage. Clark was primarily responsible for establishing the Kentucky State Archives and construction of the KDLA building in Frankfort, which is named for him.



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KCA Membership News

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"I share Dr. Clark's commitment to preservation and hope to continue in the tradition that he and the state archivists who followed after him established for Kentucky," Manuel said.

As Deputy Commissioner, Milburn will oversee the programs and services of the Kentucky Talking Book Library, State Library, the Library Development Branch, and the fiscal operations at KDLA. She is a member of the Kentucky Virtual Library Leadership Team and Collections Workgroup, which has strengthened the partnership of these two state agencies.

Milburn joined KDLA in 2008 as the continuing education consultant and has since held the positions of Library Development Branch manager and division director of Library Services. Working with a committee of Kentucky public library directors and trustees and KDLA staff, Milburn contributed to the development of the Kentucky Public Library Trustee Certification Program. She also worked with the Kentucky Science Center and KDLA Youth Services to secure federal Library Services and Technology Act funding for a second Science in Play 2 Go traveling exhibit suitable for small libraries to share hands-on STEM activities with school-aged children and their families. Milburn earned a master's degree in Library and Information Science from the University of Kentucky.

Archives and Records Management (ARM) Division Excited for AXAEM



KDLA was able to secure funding for the AXAEM collections management software system from APP-X software. This software was developed by APP-X in cooperation with a state archives to move all of their functions from several systems into one – one system that can link together all of the major functions of a state archives. This includes holdings and accession information (item, format, location, volume, etc.), but also patron/customer files, retention schedules, records destruction, and agency contact information. When implemented, the system can manage the entire life cycle of a record, as well as facilitate and keep record of all access to the records housed at the State Archives Center and the State Records Center.

ARM Division staff had been busy at work doing data entry of the transmittals for the over 120,000 cubic feet of records stored in the State Archives Center and the over 238,000 cubic feet of records stored in the State Records Center. One advantage of the COVID-19 situation is that due to staffing limitations within the building at this time, many staff are working some or all of the time from home, and since we cannot take original records home, most staff working from home are working on AXAEM data entry or quality control. To date, we have completed and sent complete collections of data for 30 agencies and 49 counties from the State Archives Collection. The State Records Center collection is also included and 12 transmittals of their records have so far been submitted. These numbers will continue to grow as we are able to finish the multiple steps for transmittals from both facilities and we eagerly await a usable finished product!

2020 Fall Meeting | Program

Emergency Planning for Kentucky Council of Archivists

Date: Friday, November 20

Time: 10:30 am—12:00 pm EST

Location: Virtual

Cost: Free

This remote learning workshop will combine two pre-recorded lessons to help you get started -- or keep going -- on your institutional disaster planning and emergency preparedness efforts, with a live scenario session where you'll discuss with your colleagues how you can best respond in an emergency.

****Pre-recorded content will be sent out in advance to view on your own time. Viewing of pre-recorded content is helpful to view but not required to participate in the live training****

Live Scenario Training (15 minutes, 5 minutes for Q&A for each scenario)

Talk through 2 scenarios in break out groups from the Library of Congress Scenarios here:

<https://www.loc.gov/preservation/emergprep/plan/scenariosII.pdf>

Please register online by **Friday, November 13, 2020:**

<https://forms.gle/br5eEs7LQLsKQNvY8>



Membership Form

KCA Dues (May 1, 2020 – April 30, 2021)

KCA membership cycle goes from May 1-April 30 and is **\$20**.

Please fill out this form as if it were a mailing label to you. You can email the form to the KCA treasurer, Sandra Baird, at Sandra_Baird@georgetowncollege.edu or you can mail it to the address at the bottom of the page.

PLEASE DO NOT USE PERSONAL INFORMATION YOU WOULD NOT WANT ON THE KCA WEBSITE!

We accept membership dues via Paypal, although there is an additional \$1 convenience fee.
Please see the membership page of the KCA website to pay your dues electronically.

<http://www.kyarchivists.com/membership/>

Name: _____

Institution: _____

Address: _____

Phone: _____ Email: _____

_____ Include my name and contact information on the KCA website membership directory.

_____ Do not include my name and contact information on the KCA website membership directory.

Send dues checks to:

**Sandra Baird
400 E College St.
Georgetown, KY 40324**

Make Checks Payable to: Kentucky Council on Archives

The Kentucky Council on Archives, a professional membership organization, does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability and provides, on request, reasonable accommodation including auxiliary aids and services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs, and activities. Persons requiring special accommodation or auxiliary aids must notify a member of the KCA board thirty (30) days prior to a meeting so that the proper arrangements can be made.