

Involved

INDIANA HISTORICAL SOCIETY
LOCAL HISTORY SERVICES



Sharing information about our services, workshops and meetings
JULY THROUGH DECEMBER 2013

OUR SERVICES

We're looking forward to an action-packed second half of the year in Local History Services.

Jeff and Stacy will spend much of the fall on the Indiana Bicentennial Train, while Tamara launches a new peer-to-peer assessment program, and Jeannette ensures traveling exhibits and *Communique Online* get to you on time!

We will also be planning for 2014 and for several bicentennial efforts through 2016. As part of our preparations, we ask you to tell us how we can help you. On page 9, you'll find our periodic survey of history organizations. Please share your thoughts with us by answering the questions online or completing the questionnaire and mailing it back to us. We are particularly interested in how we can better serve local history organization board members in the coming years.

Don't miss out on the four great workshops we're offering this summer and fall!

- *Before and After Preservation* – Ramona Duncan-Huse, IHS senior conservator, offers a new and improved version of her introduction to preservation
- *Getting Money: Fundraising Planning* – Miami County Museum director and development chairperson share their experience with this ever-important issue
- *Cemetery Preservation (Advanced)* – For those who want to get their hands even dirtier in repairing and resetting headstones of many kinds
- *History for the Asking: Oral History Basics* – A new workshop sharing the most up-to-date information on starting an oral history program

And, as always, never hesitate to call or email us. We love to hear from you!

Your Local History Services Team
Jeannette, Jeff, Stacy and Tamara

CONTACT US

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WORKSHOPS



Before and After Preservation

Tuesday, Aug. 6, 9 a.m. to 4 p.m.

Indiana History Center, Indianapolis

Instructor: Ramona Duncan-Huse, senior director, Conservation
Cost: \$105 per person, \$200 for two from the same organization,
\$295 for three (lunch on your own)

Register by July 30

Librarians can earn 6 LEU credits for this workshop.

Addresses AASLH StEPs Standards COLL 2 and 5

Learn how to preserve your historical collections and avoid harm in a collection environment. Discussion focuses on issues of preservation: examination, identification of condition issues, storage and collection environmental issues, undertaking preservation efforts and exploring conservation techniques. Registration fee covers the cost of tools, which participants keep.

- Understand essential issues in preserving historical collections
- Recognize different types of material and how the techniques to preserve them vary
- Learn how to humidify, surface clean and provide housings for paper materials
- Obtain answers to the most perplexing problems about your institution's collections based on a pre-workshop survey

Who should attend? People who deal with the hands-on care and handling of collections.



Getting Money: Fundraising Planning

Tuesday, Aug. 27, 9 a.m. to 3 p.m.

Dubois County Museum, Jasper

Instructors: Elise Kordis, curator/director, and Vicki Draper, development chairperson, Miami County Museum

Cost: \$20, \$15 IHS members, \$10 Local History Partners (lunch on your own)

Register by Aug. 20

Librarians can earn 6 LEU credits for this workshop.

Addresses AASLH StEPs Standards MVG 3 and MGMT 1 and 2

Ensuring your historical organization has adequate financial resources to educate, preserve collections, create exhibits, keep your doors open and respond to your community is one of the primary responsibilities of leading a museum, historical society or preservation group. Yet few of us join local history organizations (as board or staff members) because we love to raise money.

When you leave the workshop, you'll know the basic components of a development (fundraising) plan:

- Membership
- Major Gifts
- Grants
- Corporate Support

And you'll know what you need to do to create a development plan that works for your organization, including recruiting board members and other fundraising volunteers and budgeting for fundraising activities.

Who should attend? Board presidents, fundraising committee chairs, and paid or unpaid directors.

Cemetery Preservation (Advanced)

Friday, Sept. 6, 9 a.m. to 4 p.m.

or

Saturday, Sept. 7, 9 a.m. to 4 p.m.

Spring Valley Cemetery, Lawrence (Indianapolis)

Instructor: John "Walt" Walters

Cost: \$30, \$25 IHS members, \$22.50

Local History Partners (includes lunch)

Register by Sept. 1

Addresses AASLH StEPs Standard HSL 5



Choose either Friday or Saturday for a one-day, hands-on workshop to learn the essential components of advanced cemetery restoration.

John Walters, professional cemetery restorer, will explain the techniques of cemetery restoration, including the kinds of mortar mixes and adhesives to use when reassembling broken stones and fallen obelisks. Participants will spend the majority of the workshop restoring stones in the cemetery. Work with broken, leaning and misplaced stones, and disassembled obelisks under the supervision of instructors.

Participants will learn the following skills:

- Stone Repair – Repairing stones using several kinds of adhesives
- Stone Relocation – How to determine the original locations of gravestones that have been moved and how to replace them to maintain the cemetery's integrity
- Resetting Obelisks – Using tripods to reset large obelisk stones that have been knocked over
- Filling the Cracks – Mixing stone dust to fill cracks for a finished look.

Only those who have attended a basic cemetery preservation workshop or have prior experience cleaning and straightening stones can enroll in the advanced workshop (as experience in cleaning and resetting stones is essential to understanding more complicated repairs). Participants will be able to ask for advice regarding specific preservation and restoration tasks throughout the day. The workshop will be held regardless of weather, and all participants will be involved in the hands-on session.

This project has been funded in part by a grant from the U.S. Department of the Interior, National Park Service Historic Preservation Fund, administered by the Indiana Department of Natural Resources, Division of Historic Preservation and Archaeology. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior or the Department of Natural Resources.

This program receives federal financial assistance for the identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, disability or age in its federally assisted programs. If you believe that you have been discriminated against in any program, activity or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity, National Park Service, 1849 C St., N.W., Washington, D.C. 20240.



History for the Asking: Oral History Basics

Wednesday, Nov. 20, 9 a.m. to noon

Indiana History Center, Indianapolis

Instructor: Kendra Clauser, oral history project archivist, IHS

Cost: \$20, \$15 IHS members, \$10 Local History Partners
(lunch on your own)

Register by Nov. 13

Librarians can earn 3 LEU credits for this workshop.

Addresses AASLH StEPs Standards MVG 3 and MGMT 1 and 2

Have you ever wanted to ask, "What was it like for you?" of someone in your historic photo collection or of a person who used items in your collection? The field of oral history encourages you to ask that question *right now*, as life becomes history.

An oral history program can become an active way to engage your local community in preserving history.

Whether you are completely new to oral history or if you've worked with small projects in the past, this workshop will offer hands-on opportunities to learn new techniques and strengthen current skills. In this workshop, we will help you answer the following questions:

- Why should you do oral history?
- Who might you want to interview?
- What research might you want to do before your interviews?
- What kind of equipment is best for recording oral histories on a small budget?
- Where do you keep oral histories after you collect them?

With practice, a recording device, and willing interviewees, you will be ready to ask "What was it like for you?"

Who should attend? Paid or unpaid staff with responsibility for collections, exhibits, education or program development



IN YOUR NEIGHBORHOOD

You are invited to meet, share and connect with other historical organizations and county historians at **FREE In Your Neighborhood** meetings. We will discuss an issue relevant to local history organizations, such as fundraising, collections care, finding volunteers, and building new audiences. Local History Services staff will be available for short consultations. Drop in to ask a question, share a success story and network with your peers. No registration is required.

Wednesday, July 10, 10:30 to 11:30 a.m.

James Whitcomb Riley Old Home & Museum
250 W. Main St., Greenfield

Wednesday, Aug. 14, 10:30 to 11:30 a.m.

Padgett Museum (Floyd County Historical Society)
509 W. Market St., New Albany

Thursday, Sept. 5, 10:30 to 11:30 a.m.

White County Historical Society
101 S. Bluff St., Monticello

Thursday, Nov. 7, 10:30 to 11:30 a.m. (Central)

Porter County Museum & Historical Society
153 Franklin St., Valparaiso



All Aboard: Indiana Bicentennial Train

After a five year hiatus, the train is back! In celebration of Indiana's Bicentennial in 2016, IHS is bringing the train to four communities each year from 2013 to 2016.

This fall, the train visits:

- Downtown Kokomo, Sept. 26 through 28
- Fort Wayne Railroad Historical Society in New Haven, Oct. 3 through 5
- Downtown Valparaiso, Oct. 10 through 12
- Canal Center in Delphi, Oct. 17 through 19

The Next Indiana, the interactive bicentennial exhibition on the train itself, explores the state's past through the lenses of transportation, land use, talent and community. In addition, visitors can enjoy a costumed performance by an historic interpreter from 1916, participate in a community art project and engage in hands-on educational activities.

During its first five years of operation starting in 2004, the train welcomed more than 57,000 visitors.



The Indiana Bicentennial Train is the first project endorsed by the Indiana Bicentennial Commission. It is co-presented by The Indiana Railroad Company and Norfolk Southern. Additional support for 2013 is provided by Duke Energy and U.S. Aggregates.

We Will Come to You

Thanks to an Institute of Museum and Library Services National Leadership grant, you'll be seeing a lot more of Tamara Hemmerlein in your neck of the woods.

Tamara joined the LHS team in June 2011 as the Hoosier Heritage Alliance coordinator. Many of you have enjoyed her company as a part of the Connecting to Collections Program (also funded by IMLS). She has visited 100 sites around Indiana providing advice and training about collections care issues.



With the new grant, Tamara will continue her collections-related site visits through 2015. Also starting in the fall/winter of 2013, in her new role as Local History Partner coordinator, she will organize a new peer-to-peer assessment program for Local History Partner members of the Indiana Historical Society.

Tamara, with help from the rest of the LHS team, will pair Local History Partner organizations for an intensive reflection, networking and priority-setting project. First, each Local History Partner will complete a short organizational self-assessment. Then, LHS staff will meet with the matched Local History Partner leaders at each site for several hours of conversation. These site visits will be informal, brainstorming strategy sessions, intended to give new perspectives on your organization from other local history leaders and the LHS staff. The final result is a short listing of priorities for each organization based on the self-assessment, peer feedback and LHS perspectives. The assessments are intended to provide a clear path forward and fodder for fundraising.

More information about this new program and how to sign up will be available in the fall. Watch the mail, *Communique Online* and the LHS Facebook page for announcements!



HELP US SERVE YOU BETTER

We periodically ask you questions to keep us up-to-date on organizational contact information, collect data that demonstrates statewide organizational impact, and help us plan for future programs and services.

We know that the stability of a nonprofit organization depends on the strength of its board. For that reason, we want to offer services that reach not only the paid and unpaid staff, but also individual board members. This year, our survey focuses on how we might better serve local history organization board members.

To fill out this survey online, go to www.indianahistory.org/lhs and click on the "2013 Survey" link or fill out the paper survey on the following pages.

Thank you for taking the time to complete this survey!

Questions? Contact Stacy Klingler, assistant director, Local History Services, at (317) 233-3110.

Please return survey to:
Indiana Historical Society, Local History Services
Eugene and Marilyn Glick Indiana History Center
450 West Ohio Street
Indianapolis, IN 46202-3269



2013 Local History Organizations Survey

Please respond to all parts of every question, even if it is a "best guess" response. Individual responses will remain confidential.

Fill in blank:

Organization Name _____
 Mailing Address (City/State/Zip) _____
 Physical Address (City/State/Zip) _____
 Phone _____
 Email _____
 Website _____
 Facebook Page Name _____
 Contact Person and Title _____

Which statement best describes your organization's current financial situation? (Check one only.)

- Comfortable – enough money to do what we **want** to do
- Stable – enough money to do what we **need** to do
- Uncomfortable – some financial need but we can accomplish most things
- Desperate

What does your board need to learn to effectively lead your organization?

What operational areas do you wish your board would ... (Check all that apply.)

	Be more aware of	Get more training in	Do more about
Governance			
Audience			
Interpretation			
Collections			
Facilities			
Management			

It is better to communicate with your board...

- During board meetings
- Outside of board meetings



When is the best time to communicate with your board members?

- During the week, morning
- During the week, lunch hour
- During the week, afternoon
- During the week, evening
- Saturday, morning
- Saturday, afternoon
- Sunday, morning
- Sunday, afternoon

What is the best way to communicate with your board as a group?
(Check all that apply.)

- Interactive, virtual conversation
 - Skype/Facetime/Video
 - Conference Call
 - Webinar/Meeting
 - Chat/Instant Message
- Non-interactive information
 - Video podcast (streaming or downloaded)
 - DVD
 - Print (website or PDF document)

Rank (1 through 3) the best ways to communicate with your board as a group?

- ___ Interactive, virtual conversation
- ___ Non-interactive information
- ___ Onsite visit

Are you (the person completing the survey)...

- Staff (paid or unpaid)
- Board

Is your organization all-volunteer?

- Yes
- No

SERVICES ON REQUEST

Lending Resource Center

Borrow professional books, media and other items. A searchable database of material is available online.

Resource Files

Review examples of brochures, disaster plans, newsletters, job descriptions and other documents.

Traveling Exhibits

Borrow small exhibits on Indiana history, such as *The Faces of Lincoln* or *Auto Indiana*. Free for Indiana historical societies and museums; \$100 for other organizations.

Communique Online

Find out about exhibits, programs, resources and opportunities around the state. Past editions of the free weekly electronic newsletter are archived online.

Training/Workshops

Learn more about issues of planning, collections care, fundraising, outreach, human resources, etc.

Consultations

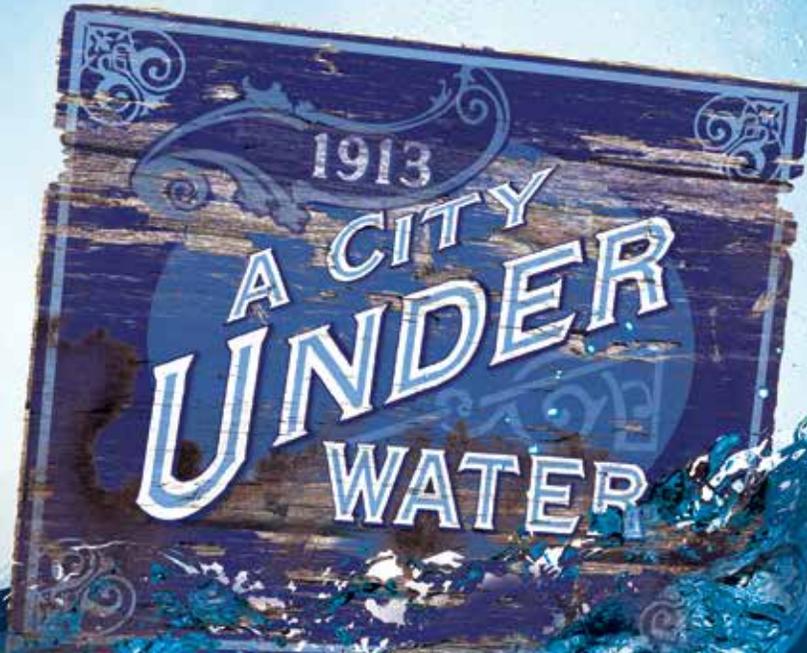
Discuss with LHS staff current challenges facing your organization.

Speakers Bureau

Locate speakers for programs on topics ranging from Aaron Burr to World War II.

County Historians

Contact one of the 92 historians who act as a resource person for county history inquiries. This program is a joint effort with the Indiana Historical Bureau.



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WORKSHOP REGISTRATION FORM

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\$105 per person, \$200 for two from the same organization, \$295 for three
Number of people: _____ Price: _____

Getting Money: Fundraising Planning – Aug. 27

\$20, \$15 IHS members, \$10 Local History Partners
Number of people: _____ Price: _____

Cemetery Preservation (Advanced)

\$30 nonmembers, \$25 members, \$22.50 Local History Partners
 Friday, Sept. 6
 Saturday, Sept. 7
Number of people: _____ Price: _____

History for the Asking: Oral History Basics – Nov. 20

\$20, \$15 IHS members, \$10 Local History Partners
Number of people: _____ Price: _____
Amount Due: _____

Name(s) _____
Organization _____
Address _____
City/State/Zip _____
Phone _____
Email _____

Method of Payment

- Check (payable to Indiana Historical Society)
- MasterCard American Express
- Visa Discover

Credit Card No. _____
Expiration Date _____

*You can register for workshops
online using a credit card.
Go to www.indianahistory.org/lhsworkshops
and click on "Register online now."*

Questions?

Contact us at (800) 447-1830 or
localhistoryservices@indianahistory.org.

Mail to:

Visitor Services
Indiana Historical Society
Eugene and Marilyn Glick
Indiana History Center
450 West Ohio Street
Indianapolis, IN 46202



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450 WEST OHIO STREET, INDIANAPOLIS, INDIANA 46202-3269

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