

## OHRAB Interim Progress Report

### “Processing of the St. Mary/Providence Hospital (Cincinnati) Collection”

August 26, 2015

**Institution:** Franciscan Sisters of the Poor Congregational Archives

**Project Director:**

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**Project Summary:**

Since this grant award was made Mercy Health decided to tear down the former Providence Hospital building, leaving green space. The Archives learned that a time capsule was included in the original cornerstone of the 1971 hospital and a previously unknown time capsule was purported to be in a later addition. Unfortunately the space behind each cornerstone was empty. Hospital records state that the 1971 time capsule was returned to the Congregation but the current location is unknown and is not in the Archives. Mercy donated both cornerstones as well as about 500 pages of Providence Hospital blueprints to the Congregational Archives. During processing we learned that architect Gordon Friesen helped design Providence Hospital. The Friesen concept focused on efficient use of staff time through an overhead track driven “Automatic Cart Transportation System,” “Nursesaver” cabinets in each patient room, and private patient rooms vs. patient wards. The donated architectural drawings include many by Friesen and his firm. In addition, a statue and several paintings have been or will be returned to the Congregation. The artwork supports the collection but no grant funds will be used for these items.

The bulk of the collection has been processed. We underestimated the quantity of document folders and photo envelopes and will need to order more. We will order the document cases near the end of the project due to a lack of storage space. Unfortunately our intern quit mid-project so an estimated 25% of the archivist’s time will be devoted to the remaining months of the project at a total of \$2812.50. A basic inventory of the new architectural drawings will be included in the finding aid. The Archives does not currently have space to store these drawings in the climate controlled stacks. Two large Mayline 5-drawer map cases and appropriate oversized folders are included in the department’s 2016 budget. The movies will be digitized in the coming months. The department’s webpage has been delayed but should go live in September or October.

**• Estimated percentage of project completed:**

About 12 cubic feet of documents and photographs have been processed with a remainder of 3 cubic feet to be processed. About half of the photographs are re-sleeved

**• Summary of expenses**

3 boxes letter size folders (RF9111) at \$30.10 each	\$90.30
2 packages photo envelopes (PNP810) at \$27.94 each	\$55.88
1 Package PrintFile slide sleeves (3520P) at \$47.74 each	\$47.74
Subtotal	<b>\$193.92</b>

Purchased with matching funds:

1 package Photo Envelopes (AP) at \$9.31 each	\$9.31
1 package 10 pt. Map & Print Folders (M3648 substituted for M3240) at \$69.20	\$69.20
1 package 35mm Negative Sleeves (FL35N) at \$9.36 each	\$9.36
Subtotal	<b>\$87.87</b>

Total **\$281.79**

All supplies have been/will be ordered through Gaylord.

**• Amount of staff and volunteer time spent on the project (matching funds)**

Current staff time:

80 hours by intern at \$15/hr plus 7.65% FICA	\$1292
10% of archivist's time	\$1875

Total **\$3167**

**• Is the project on track to be completed by December 31st?**

Yes, despite additions to collection, loss of intern, and delays in webpage.

**• Has there been any publicity on the project so far?**

Yes. Because the department webpage is not yet live the US Area of the Congregation has used several photographs from the collection in Facebook posts for "Throwback Thursday." The Archives hosted the Miami Valley Archives Roundtable on August 13, including a presentation on the project and grant application process. The project will be included in the institutional news section of the next Society of Ohio Archivists newsletter.