

2017 OHRAB Interim Grant Report

Date: 21 August 2017

Institution Name: City of Alliance / Rodman Public Library

Title of Project: Preservation and Digitization of Alliance City Documents

From: Karen Perone, Project Director – kperone@rodmanlibrary.com

To: Fred Previts – fprevits@ohiohistory.org

Summary of Activities:

Rodman Public Library is collaborating with the City of Alliance to microfilm and digitize the City Council ordinances and minutes, 1854-1924. All microfilming and digitization work is being done by Backstage Library Works of Bethlehem, PA.

On July 27, 2017, we loaded 23 volumes into the Rodman Public Library van and delivered the books to Backstage Library Works in Bethlehem, PA. The trip included a complete tour of the facilities with explanations of the entire process from receiving the volumes through microfilming and finally digitization.

Included in the shipment were:

- 9 bound volumes of Alliance City Council Minutes, 1854-1921
- 1 bound volume of Mt. Union Council Minutes, 1878-1888 (Mt. Union was annexed into Alliance in 1889)
- 13 bound volumes of City of Alliance Ordinances, 1854-1925

Weekly progress reports are issued by Backstage. As of this date, they have reported:

- Targets and reel breaking have been decided.
- Targets have been made and project sent to camera studio to be entered into their filming queue.

Two hard drives have been purchased for storage of the digitized files. One of the drives was given to Backstage when the volumes were delivered to be used when the digitized files are returned. No other expenditures have been made to date.

The project is on schedule for completion by December 31, 2017.

Respectfully submitted,
Karen Perone
Project Manager