

Newsletter  
of the  
Illinois  
State  
Archives  
&  
The Illinois  
State Historical  
Records  
Advisory Board

**Jesse White**  
Secretary of State  
&  
State Archivist

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## Illinois Archives Month in October

The Illinois State Historical Records Advisory Board (ISHRAB) voted at its February meeting to participate in Archives Month, a national celebration observed in October. Since the late 1980s, Archives Week/Month has seen steady growth at the grassroots level. Over the past several years, many archives, historical societies, libraries, local governments and museums across the country have celebrated Archives Week/Month.

The purpose of designating an Illinois Archives Month is to celebrate and promote our state's rich documentary heritage by:

- increasing public awareness of archival materials and repositories;
- focusing on materials in archival repositories that have broad appeal; and
- strengthening ties with regular archives users, as well as introducing new and potential users to archival repositories and the documentary heritage housed there.

To promote Illinois' first official Archives Month in October, the ISHRAB, the Illinois State Archives and the Chicago Area Archivists will host an online calendar of events and exhibits, compile a Directory of Illinois Archival Repositories, and create a poster to promote Illinois Archives Month.

Illinois Archives Month will be an excellent opportunity for Illinois historical records repositories to host an event. Archives, libraries, museums and historical societies are encouraged to plan special events or exhibits that highlight their collections, programs and services. Event ideas include creating exhibits, hosting receptions, giving tours, writing articles and developing special programs.

The ISHRAB Events Calendar will be available at [www.cyberdriveillinois.com/departments/archives/ishrab/ishrab.html](http://www.cyberdriveillinois.com/departments/archives/ishrab/ishrab.html). To post an event or exhibit on the calendar, please send a description of the event and contact information to the address below or download a form from the Web site.

The Directory of Illinois Archival Repositories will provide Illinois archivists a resource for locating other archivists in the state to exchange ideas and concerns. It also will serve as a tool for researchers in locating appropriate research centers. The directory will be available on the ISHRAB Web site. To be included in the directory, please complete and mail in the form on page 3.

The Illinois Archives Month October 2007 poster will feature a variety of Illinois documents and will be available in August. For more information about Illinois Archives Month, please contact:

**Illinois State Archives**  
**Margaret Cross Norton Building**  
**Publications Unit**  
**Springfield, IL 62756**  
**217-782-2226 • eevans@ilsos.net**



Dr. Wayne C. Temple, the longest-serving employee in the Secretary of State's office, recently received a 40-year service award from Secretary of State and State Archivist Jesse White. Dr. Temple has served under nine Secretaries of State and as chief deputy director of the State Archives since 1979. A noted Abraham Lincoln scholar, Dr. Temple has authored numerous articles and books about Lincoln and Illinois history.

## DATES & REMINDERS

### National Association of Government Archives and Records Administrators (NAGARA)

July 18-21, Kansas City, MO  
[www.nagara.org/displayconvention.cfm](http://www.nagara.org/displayconvention.cfm)

### Society of American Archivists

71st Annual Meeting  
Aug. 29–Sept. 2, Chicago  
[www.archivists.org/conference/chicago2007/index.asp](http://www.archivists.org/conference/chicago2007/index.asp)

### 2007 Conference on Illinois History

Oct. 18-19, Springfield  
[www.illinoishistory.gov/conference.htm](http://www.illinoishistory.gov/conference.htm)  
donna.lawrence@illinois.gov  
217-785-7933

### Illinois State Genealogical Society Fall Conference

Oct. 20, Elmhurst  
[www.rootsweb.com/~ilsgs/fallconf/2007falconf.html](http://www.rootsweb.com/~ilsgs/fallconf/2007falconf.html)

### Illinois Association of Museums Annual Conference

"Museums! A Capital Idea"  
Oct. 24-26, Springfield  
[www.state.il.us/hpa/iam/annconf.html](http://www.state.il.us/hpa/iam/annconf.html)

### Downstate Local Records Commission Meeting

1st Tuesday of every month, 10 a.m.  
(unless otherwise noted)  
State Archives Conference Room  
Norton Building, Springfield  
[www.cyberdriveillinois.com/departments/archives/records\\_management/lrc\\_downstate\\_meeting\\_schedule.html](http://www.cyberdriveillinois.com/departments/archives/records_management/lrc_downstate_meeting_schedule.html)

### Cook County Local Records Commission Meeting

2nd Tuesday of every month, 11 a.m.  
Video Conference Room, 9th floor  
Thompson Center, Chicago  
or  
130 W. Mason St.  
Capital City Center, Springfield  
[www.cyberdriveillinois.com/departments/archives/records\\_management/src\\_meeting\\_schedule.html](http://www.cyberdriveillinois.com/departments/archives/records_management/src_meeting_schedule.html)

### State Records Commission Meeting

3rd Wednesday of every month, 9:30 a.m.  
State Archives Conference Room  
Norton Building, Springfield  
[www.cyberdriveillinois.com/departments/archives/records\\_management/src\\_meeting\\_schedule.html](http://www.cyberdriveillinois.com/departments/archives/records_management/src_meeting_schedule.html)



## Archives staff participates in MayDay disaster preparedness activities

The Illinois State Archives joined other archives, libraries, museums, and historic preservation organizations across the country on May 1 in observing MayDay, an annual national event focusing on disaster preparedness and emergency response. The Society of American Archivists began MayDay in 2006 as a way for archivists and other cultural heritage professionals to think about disaster preparedness.

"Disasters can come in many forms, from fires to burst water pipes to sewer backups to tornado damage," said Secretary of State Jesse White. "These types of disasters strike with little warning, so it is critical that staff members know how to respond immediately. Taking at least one day a year to review disaster plans can be an important step to successfully implementing such plans in the event of a disaster and preventing loss of the Archives' valuable holdings."

Archives staff members participated in a variety of activities, including rereading the Archives' Internal Disaster Recovery Plan, taking note of the location of fire exits and fire extinguishers, and participating in an evacuation drill. In addition, new emergency evacuation warden signs have been placed throughout the building that give the name of the emergency warden and phone number for a particular area.

For more information on MayDay, please visit the Society of American Archivists' Web site at [www.archivists.org/mayday/index.asp](http://www.archivists.org/mayday/index.asp).



Bobby Orr (center) of the Secretary of State's Department of Police explains building evacuation procedures to State Archives staff during an emergency evacuation drill. Archives staff participated in the drill as part of the Society of American Archivists-sponsored MayDay activities, held annually to highlight emergency response procedures at archival institutions throughout the country.

### ILLINOIS STATE ARCHIVES

Margaret Cross Norton Building  
Capitol Complex, Springfield, IL  
217-782-4682

### HOURS:

8 a.m.-4:30 p.m., Monday-Friday  
8 a.m.-3:30 p.m., Saturday  
(except holiday weekends)



Over the past year, the Margaret Cross Norton Archives Building has undergone several improvements. The interior has been repainted and the exterior has been tuck-pointed. A new roof is being put on this spring. The Norton Building houses more than 70,000 cubic feet of state records and was first dedicated in 1938. It was rededicated in 1995 in honor of Margaret Cross Norton, the first superintendent of the Illinois State Archives.

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## Grant opportunities

**Illinois Association of Museums**  
[www.state.il.us/hpa/iam/grants.html](http://www.state.il.us/hpa/iam/grants.html)

**Lincoln Illinois Bicentennial Commission**  
[www.lincoln200.net/](http://www.lincoln200.net/)

**National Historical Publications and Records Commission (NHPRC)**  
[www.archives.gov/nhprc/](http://www.archives.gov/nhprc/)

**National Endowment for the Humanities (NEH)**  
[www.neh.gov/grants/index.html](http://www.neh.gov/grants/index.html)

**Illinois State Library**  
[www.cyberdriveillinois.com/departments/library/what\\_we\\_do/home.html](http://www.cyberdriveillinois.com/departments/library/what_we_do/home.html)

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## Illinois State Historical Records Advisory Board • Directory of Illinois Archival Repositories

The ISHRAB is requesting your assistance in creating a Directory of Illinois Archival Repositories in conjunction with Illinois Archives Month in October. Please complete this form and return it to: Illinois State Archives, Margaret Cross Norton Building, Publications Unit, Springfield, IL 62756. The directory will be available at [www.cyberdriveillinois.com/departments/archives/ishrab/ishrab.html](http://www.cyberdriveillinois.com/departments/archives/ishrab/ishrab.html).

Name of Repository: \_\_\_\_\_

Parent Organization (if applicable): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Location Address: (if different from mailing address) \_\_\_\_\_

City/ZIP: \_\_\_\_\_ County: \_\_\_\_\_

Hours of Operation: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Web Address: \_\_\_\_\_

Description of Holdings: \_\_\_\_\_

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# ARCHIVES PUBLICATIONS

Federal Township Plats, 1804–1891 (2002), 102 Illinois counties with each county on a single CD-ROM. — \$20 per county

A Summary Guide to Local Governmental Records in the Illinois Regional Archives, second edition (1999), 265 pp. — \$6

Descriptive Inventory of the Archives of the State of Illinois, second edition (1997), 940 pp.; or CD ROM — \$20

Chicago City Council Proceedings Files, 1833-1871: An Inventory (1987), 989 pp., and Chicago City Council Proceedings Files, 1833-1871: An Index (1987), 93 microfiche (18,714 pp.) — \$35

Illinois Public Domain Land Sales (2001), explanatory booklet (7 pp.), and CD-ROM (538,750 entries) — \$25

The Margaret Cross Norton Working Papers, 1924-1958 (1993), eight 35 mm microfilm rolls with An Inventory and Index (1993), 7 microfiche (1,055 pages) — \$60

Hard Times in Illinois, 1930-1940: A Selection of Documents from the Illinois State Archives (2002), teacher's manual (119 pp.) and 50 document facsimiles — \$10\*

The Illinois and Michigan Canal, 1827-1911: A Selection of Documents from the Illinois State Archives (1998), teacher's manual (115 pp.) and 50 document facsimiles with transcriptions — \$12\*

Illinois at War, 1941-1945: A Selection of Documents from the Illinois State Archives (1994), teacher's manual (119 pp.) and 50 document facsimiles — \$12\*

From the Ashes, 1872-1900: A Selection of Documents from the Proceedings Files of the Chicago City Council (1990), teacher's manual (123 pp.) and 50 document facsimiles with transcriptions. — \$10\*

Early Chicago, 1833-1871: A Selection of City Council Proceedings Files from the Illinois State Archives (1986, 1999), teacher's manual (115 pp.) and 50 document facsimiles with transcriptions — \$14\*

**\* Teaching packets are available FREE to Illinois educational institutions by submitting a request on letterhead stationery. All other requests are filled for the fee listed. To order publications, please contact: Illinois State Archives, Norton Building, Publications Unit, Springfield, IL 62756, 217-782-2226. Please make checks payable to Secretary of State.**