

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 Collections Preservation Network



Every state holds a unique blend of ingredients that are part of our heritage and identity, both as a state and a nation. In Illinois, a variety of institutions hold such collections in trust for the citizens of today, and want to ensure their care for future generations. To assist employees and volunteers of collection-holding facilities (e.g., archives, museums, libraries, historical societies) in caring for their collections, the Illinois Collections Preservation Network (ICPN) was established by a consortium of Illinois institutions, including the State Archives.

The ICPN was made possible by a Connecting to Collections grant awarded by the Institute of Museum and Library Services (IMLS). The mission of the ICPN is to ensure the long-term preservation of archival, muse-

um and library collections in Illinois that document cultural and natural heritage for the education and enrichment of future generations.

The ICPN website at <http://icpn.museum.state.il.us> facilitates communication between ICPN founders, partners and members, and disseminates information to preservation professionals and interested parties throughout the state and beyond. It provides resources and links to existing resources on preservation, collections care, training and program opportunities, and funding opportunities. The site also provides answers to frequently asked questions, templates or links to templates for conservation and disaster plans, and streaming video of ICPN webinars and training workshops. Visit the ICPN website to connect with colleagues and share resources and tips.

*75 years ago...*

When the Illinois State Archives building was completed it was the most modern and completely equipped building of its kind in the country. This photo shows one of the Archives vaults and the type of storage equipment that was installed and is still in use today. There are 12 tiers of these vaults. Commercial-type steel filing cabinets and standard library-type steel bracket shelves are used for storing records. The six-drawer high steel filing cabinets were designed specifically to meet Illinois' requirements. These cabinets were purchased after exhaustive factory tests conducted at the main plant under the supervision of Margaret Cross Norton.



**Professional development scholarships available** — The ISHRAB Professional Archival Development Scholarship fund still has a limited amount of funds available. Scholarships are offered to Illinois archivists and archival volunteers to attend a professional archival workshop/seminar of their choice in Illinois. Awards are available for up to \$200 per applicant, per year toward the cost of registration, housing and/or travel to the event. Scholarships are awarded on a first-come, first-served basis until the funding is exhausted.

## DATES & REMINDERS

### Illinois State Historical Society

33rd Annual Illinois History Symposium  
"Slavery and Emancipation: Global Perspectives"  
February 28-March 2, Springfield  
[www.historyillinois.org](http://www.historyillinois.org) • 217-525-2781

### Midwest Archives Conference

2013 Annual Meeting  
April 17-20, Indianapolis, IN  
[www.midwestarchives.org](http://www.midwestarchives.org)

### National Genealogical Society

2012 National Genealogical Society  
Family History Conference  
"Building New Bridges"  
May 8-11, Las Vegas, NV  
[www.ngsgenealogy.org](http://www.ngsgenealogy.org) • 800-473-0060

### National Archives & Records Administration

2013 Modern Archives Institute  
June 3-14, Washington, DC  
[www.archives.gov](http://www.archives.gov) • 202-357-5950

### Downstate Local Records Commission Meeting

1st Tuesday of the month, 10 a.m.  
Margaret Cross Norton Building, Springfield  
[www.cyberdriveillinois.com](http://www.cyberdriveillinois.com)

### Cook County Local Records Commission Meeting

2nd Tuesday of the month, 11 a.m.  
Video Conference Room, 9th floor  
Thompson Center, Chicago  
or Capital City Center, Springfield  
130 W. Mason St.  
[www.cyberdriveillinois.com](http://www.cyberdriveillinois.com)

### State Records Commission Meeting

3rd Wednesday of every month, 9:30 a.m.  
Margaret Cross Norton Building, Springfield  
[www.cyberdriveillinois.com](http://www.cyberdriveillinois.com)



**40 YEARS OF SERVICE** — Secretary of State Jesse White recently recognized Gloria Ann Huston for 40 years of service to the Secretary of State's office. Gloria began her career with the Secretary of State's office in 1972 and became a State Archives employee in 1979. She currently serves as head of the Records Management Section, which is responsible for assisting state and local government agencies with the disposition of their records.

## State Archives hosts Chinese archivists

Eighteen archivists from Guangdong Province in the People's Republic of China recently visited the Illinois State Archives to learn about archival and records management practices in the United States.



The Chinese archives delegation and State Archives staff in the John Daly Conference Room of the Margaret Cross Norton Building in Springfield.



State Archives electronic records archivist Kris Stenson (center) discusses electronic records issues with the Chinese archives delegation.

# 2012 Accessions of the Illinois State Archives

## State Government Records

### Attorney General

*Environmental and Asbestos Litigation Division*  
Environmental Litigation Files, Ca. 1986-2000; 20 cu. ft.

### Department of Central Management Services

*Bureau of Personnel*  
*Rutan et al. v. the Republican Party et al.* Settlement Agreement Implementation Records (U.S. Supreme Court 497 U.S. 62), 1992-1998; 47 cu. ft.

### Illinois Civil Service Commission

*Executive Director*  
Hearing Decisions, April 1982-June 1984; July 1989-June 1994; 10 cu. ft.

### Illinois Community College Board

*Finance Compliance and Program Accountability Division*  
Construction Project Files, 1987-2011; 9 cu. ft.

### Department of Financial and Professional Regulation

*Division of Banking*  
Bank Merger Files, 1990-2011; 18 cu. ft.  
Corporate Files, 1997; 2005-2007; 2010; 1 cu. ft.

### Illinois Gaming Board

*Program Administrator*  
Annual Reports, 1991-2009; 0.25 cu. ft.  
Board Proceedings Files, 1990-2001; 0.5 cu. ft.

### Governor

*Legal Division*  
Litigation Files, 1986-2002; 6 cu. ft.

### Illinois Board of Higher Education

*Academic Affairs Division*  
Private Institution and Degree Program Approval Files, 1929-1999; 143 cu. ft.

### Department of Human Rights

*Interagency Committee on Employees with Disabilities*  
Committee Administrative Files, July 1992-June 2009; 6 cu. ft.

### Legal Division

Agency Annual Affirmative Action Plans, July 2007-June 2010; 9 cu. ft.

### Department of Insurance

*Financial-Corporate Regulatory Division*  
Financial Statements of Insurance Companies, 1961-1963; 1968-1969; 11 vols. and 10.5 cu. ft.

### Illinois Labor Relations Board

*Board Clerk*  
Closed Case Files, July 1984-June 2000; 57 cu. ft.

### Department of Natural Resources

*Division of Mines and Minerals (Illinois State Miners' Examination Board)*  
Register of Miners' Certificates Issued, July 1, 1913-August 31, 1923; 14 vols.

### Photography Division

State Parks and Memorials  
Photographic Files, Ca. 1930-1999; 13 cu. ft.

### Department of Revenue

*Legal Services*  
Delinquent Income Tax Hearings Files, 1989-1991; 3 cu. ft.

### Secretary of State

*Index Department*  
Deeds to State-Owned Real Estate, November 2011-January 2012; March 2012-November 2012; 2.21 cu. ft.  
Enrolled Acts of the General Assembly, 2008-2009; 16 cu. ft.  
Executive Section. Executive Files, 2009; 1 cu. ft.  
Executive Section. Oaths and Bonds of State and County Officials, 2001-2007; 2 cu. ft.  
Executive Section. Proclamations of the Governor, 2010; 0.5 cu. ft.  
Files on Land Purchases for Road Development, 2010-2011; 2 cu. ft.  
Proposed Amendments to the 1970 Constitution Files, 2010; 0.25 cu. ft.

### Department of Transportation

*Office of Finance and Administration (Bureau of Business Services)*  
Railroad Depot Blueprints, 1910-1965; 0.25 cu. ft.

### Division of Highways

Contract Letting Files, 1959-2002; 28 cu. ft.

## Local Government Records

### Adams County

*Burton Township*  
Assessor's Books, 1861; 1862; 1864; 1866-1870; 2 mi.

Election Papers, Apr. 5, 1955; Apr. 2, 1963; 1 mi.

Highway Commissioners' Record, Apr. 10, 1900-May 2, 1935; 1 mi.  
Township Auditors' Record, Sept. 7, 1880-Sept. 7, 1937; 1 mi.

Township Record, Apr. 2, 1850-Apr. 7, 1953; Apr. 5, 1955-Apr. 13, 1982; May 10, 1982-Mar. 31, 2009; 5 mi.

Voter Registers, 1912-1913; 1916; 1922; 1924; 1926; 1940; 1 mi.

### County Clerk

Election Papers, Nov. 2, 1920; 0.1 l.f.

### Alexander County

#### *Justice of the Peace*

Justice of the Peace Dockets, Oct. 7, 1895-Sept. 30, 1897; Jan. 5, 1906-Oct. 29, 1907; Sept. 23, 1907-Mar. 18, 1908 (chattel mortgages); 2 vols.

### Boone County

#### *Circuit Court*

Circuit Court Record, June 15, 1838-Apr. 28, 1843; 1 mi.

### Ford County

#### *Village of Piper City*

Village Trustees' Minutes, July 2, 1888-May 7, 1894; May 6, 1907-July 2, 1974; 2 mi.

### Fulton County

#### *County Clerk*

Assessor's Books, 1845; 1 vol.

#### *County Superintendent of Schools*

School District Record, Apr. 20, 1906-Apr. 2, 1936; 1 vol.

### Hancock County

#### *St. Mary's Township*

Assessor's Books, 1852; 1853; 2 vols.

Highway Commissioners' Record, Apr. 6, 1859-May 1890; Apr. 20, 1915-Mar. 30, 1920; 2 vols.

#### *Village of Plymouth*

Village Trustees' Minutes, May 7, 1889-June 29, 1901; July 4, 1901-Apr. 22, 1920; 2 vols.

### Henderson County

#### *County Home*

Poor Farm Inventory and Account Record, Mar. 1, 1860-Mar. 5, 1862 (purchases); 1865-1869 (inventories); 1 vol.

### LaSalle County

#### *Bruce Township*

Township Auditors' Record, Sept. 5, 1916-June 27, 1942; 1 mi.

### McDonough County

#### *County Home*

Almshouse Registers, 1863-1890; 1 vol.

#### *County Superintendent of Schools*

School District Record, 1882-1900; 1 vol.

School Teachers' Daily Registers, Sept. 1918-May 1936; 3 vols.

#### *Macomb Township*

Highway Commissioner's Record, Apr. 1858-Apr. 1883; 1 vol.

#### *Sciota Township*

Assessor's Books, 1876; 1888; 2 vols.

#### *Village of Bardolph*

Village Trustees' Minutes, May 3, 1880-Jan. 3, 1900; 1 vol.

### McHenry County

#### *Circuit Court*

Naturalization Declarations of Intent, Sept. 1851-Jan. 1884; Mar. 1910-June 1940; 6 vols.

Naturalization Order Books, Sept. 1929-Sept. 1947; 1 vol.

Naturalization Petition Record, Dec. 1906-Apr. 1955; 14 vols.

Naturalization Record, Final, Dec. 1851-Jan. 1888; 2 vols.

Naturalization Record of Soldiers and Minors, Jan. 1869-June 1899 (minors); Mar. 1869-Oct. 1880 (soldiers); 1 vol.

#### *County Court*

Naturalization Declarations of Intent, Oct. 1858-Sept. 1906; 2 vols.

Naturalization Record, Feb. 1899-Sept. 1906, 1 vol.

### Montgomery County

#### *Circuit Court*

Naturalization Certificate Stubs, Apr. 1907-Nov. 1926; 16 vols. and 2 mi.

Naturalization Correspondence Files, 1878; 1909; 1912-1913; 1918-1921; 1926; 0.1 c.f.

Naturalization Declarations of Intent, Apr. 14, 1871-Nov. 1, 1879; Apr. 8, 1880; June 1, 1880; Mar. 1907-Nov. 1954; 11 vols. and 3 mi.

Naturalization Depositions, 1911-1920; 0.1 c.f.

Naturalization Dockets, Sept. 1869-Apr. 1875; Nov. 1886; Nov. 1909-Nov. 1910; 1 vol. and 1 mi.

Naturalization Fee Books, 1920-1958; 2 vols. and 1 mi.

Naturalization Order Books, Nov. 1929-Dec. 1957; 1 vol. and 1 mi.

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Naturalization Petition Record, July 1907-Sept. 1953; 22 vols. and 7 mi.

Naturalization Record, 1869-1874; 1 vol. and 1 mi.

Naturalization Record Index, 1907-1954; 1 vol. and 1 mi.

Naturalization Reports, 1921-1932; 0.1 c.f.

*City of Litchfield*

Naturalization Declarations of Intent (City Court), May 4, 1908; 1 vol. and 1 mi.

Naturalization Petition Record (City Court), Sept. 24, 1907-Apr. 27, 1908; 1 vol. and 1 mi.

*County Court*

Naturalization Dockets, June 22, 1883-July 14, 1906; 1 vol. and 1 mi.

Naturalization Papers, 1862-1906; 1.5 c.f.

Naturalization Record, 1862-1906; 4 vols. and 2 mi.

Naturalization Record of Minors, June 18, 1888-Apr. 1, 1902; 1 vol. and 1 mi.

Naturalization Record of Soldiers, Dec. 18, 1865-Oct. 20, 1884; 1 vol. and 1 mi.

**Perry County**

*County Superintendent of Schools*  
School Teachers' Daily Registers, 1941-1960; 1 mi.

**Piatt County**

*Goose Creek Township*  
Township Record, Sept. 8, 1868-Apr. 7, 1896; 1 vol. and 1 mi.

**Pulaski County**

*Village of Pulaski*  
Village Ordinance Record, Dec. 3, 1904-Aug. 7, 1956; 1 mi.

**St. Clair County**

*County Superintendent of Schools*  
School District Record, 1946-July 1966; 1 mi.

**Union County**

*County Commissioners*  
Poor Relief Order Registers, Apr. 2, 1937-Oct. 31, 1938; Nov. 30, 1951-Dec. 31, 1951; 1 mi.

**Whiteside County**

*County Clerk*  
Collector's Books, 1853; 1 vol.

## Illinois Archival Repositories Directory

The Illinois Archival Repositories Directory is an online resource that provides Illinois archivists with a way to locate other archivists in the state to exchange ideas and concerns. It also serves as a useful tool for researchers to use when trying to locate appropriate research centers. The directory is accessible at [http://www.cyberdriveillinois.com/departments/archives/ISHRAB/archival\\_repositories\\_directory/home.html](http://www.cyberdriveillinois.com/departments/archives/ISHRAB/archival_repositories_directory/home.html).

The Illinois State Historical Records Advisory Board uses the directory to send news about upcoming grant opportunities and funding possibilities. The directory is searchable by name of repository, region, or name of county or city. To add your organization to the directory or update an existing listing, use either the online Submission Form (<http://www.ilsos.gov/archivalrepositories/emailForm>) or the printable Submission Form ([http://www.cyberdriveillinois.com/publications/pdf\\_publications/ard143.pdf](http://www.cyberdriveillinois.com/publications/pdf_publications/ard143.pdf)) in Adobe PDF format.

### ILLINOIS STATE ARCHIVES

Margaret Cross Norton Building

Capitol Complex • Springfield, IL 62756 • 217-782-4682

Monday-Friday: 8 a.m.-4:30 p.m. • Closed state holidays.