

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

Jesse White
Secretary of State
&
State Archivist

Volume 28
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State Archives commemorates *75th anniversary* of building dedication

Secretary of State Jesse White was joined by State Archives staff, various state agency heads and staff, and the general public in commemorating the 75th anniversary of the dedication of the Archives Building at a reception at the building on Oct. 22, 2013.

For the past 75 years, the State Archives Building has safely and securely held Illinois' permanent government documents. Throughout the years the building has seen upgrades such as an HVAC system to provide environmentally sound heating, venting and air-conditioning for the building's multi-layered record storage system, security and fire alarm systems, and wiring to accommodate the electronic age of record keeping. The building was rededicated in 1995 in honor of former Archives Superintendent Margaret Cross Norton.

"This building serves as a testament to the importance of preserving the records from the past," said Secretary of State Jesse White. "I'm proud to note that over the last decade we've made infrastructure repairs to the building, including tuck-pointing the masonry work, replacing the roof, and installing a new heating, ventilation and air-conditioning system that should help make this building last for another 75 years."

The State Archives currently holds over 78,000 cubic feet of records. All three branches of state government house records in the Norton Building on the Capitol Complex in Springfield. The Archives has records series from more than 200 different offices, departments, divisions, institutions and boards, including the Illinois Legislature, the Illinois Supreme Court and several federal agencies.

Although the Archives' main purpose is to serve state government by housing and making accessible Illinois' permanent records the various state agencies created, its holdings are heavily used by genealogists, historians, attorneys, surveyors, architects, teachers, media reporters and students. By fulfilling its legal mandate, the Illinois State Archives preserves permanent records not only for today's users but also for future researchers who may wish to see firsthand evidence of Illinois government's actions and decisions.



State Archives Director David A. Joens presented Secretary of State Jesse White a framed 1938 photograph of the Archives Building during a reception commemorating the 75th anniversary of the Archives' dedication last October.



Stone mural sculptures on the walls of a curved alcove in the lobby greet visitors to the State Archives Margaret Cross Norton Building.



ABOVE: The State Archives Building circa 1938. BELOW: The State Archives Margaret Cross Norton Building as it appears today.



DATES & REMINDERS

Society of American Archivists Workshop/ Southern Illinois University Special Collections

*Encoded Archival Context –
Corporate Bodies, Persons, and Families*
March 10, Carbondale • www.archivists.org

Illinois State Historical Society

Annual Illinois History Symposium
*“The Civil War, Part III: Copperheads,
Contraband, and the Rebirth of Freedom”*
March 27-28, Charleston
www.historyillinois.org • 217-525-2781

Midwest Archives Conference

2014 Annual Meeting
April 24-26, Kansas City, MO
www.midwestarchives.org

The National Archives at Chicago Workshops

Historical Military Records
April 12, Chicago
Getting the Most Out of the Census
June 14, Chicago
Kristina.jarosik@nara.gov • 773-948-9010

National Archives & Records Administration

2014 Modern Archives Institute
June 2-13, Washington, D.C.
www.archives.gov/preservation
202-357-5259

Downstate Local Records Commission Meeting

1st Tuesday of the month, 10 a.m.
Margaret Cross Norton Building, Springfield
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

State Records Commission Meeting

3rd Wednesday of every month, 9:30 a.m.
Margaret Cross Norton Building, Springfield
www.cyberdriveillinois.com

Secretary White produces video on paper conservation

Secretary of State Jesse White is pleased to announce that the State Archives' new instructional video, "Basics of Paper Conservation," is available on the Secretary of State's website as well as on the office's YouTube channel.

"This video is geared toward persons with little or no professional training or experience who need to repair or restore documents," said Secretary White. "It is very useful for genealogists, archivists in small historical repositories and students."

The video features State Archives conservator Dottie Hopkins-Rehan as she discusses simple techniques that archivists can use to preserve and repair documents. Topics include how to humidify, flatten, clean and properly store documents. Hopkins-Rehan has been a conservator at the State Archives for more than 30 years.

The video was filmed by Secretary of State staff in the State Archives' conservation laboratory. It can be accessed by visiting the Secretary of State website at www.cyberdriveillinois.com/departments/archives/home.html or the YouTube Channel www.youtube.com/watch?v=dc3JwPjDjA&feature=c4-overview&list=UUIA1SUSwkOGuN4Phf-e9gWg.



Secretary of State videographer Tim Lynn shoots a take with Dottie Hopkins-Rehan for the State Archives video, "Basics of Paper Conservation."

Illinois Archival Repositories Directory

The Illinois Archival Repositories Directory is an online resource that provides Illinois archivists 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 available at 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 (www.ilsos.gov/archivalrepositories/emailForm) or the printable Submission Form (www.cyberdriveillinois.com/publications/pdf_publications/ard143.pdf).

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

Professional development scholarships available

The ISHRAB is offering scholarships to Illinois archivists and archival volunteers to attend a professional archival workshop/seminar of their choice in Illinois, or an online professional archival development course. Awards are available for up to \$200 per applicant, per year, and may be used toward the cost of registration, housing, and/or travel to the event. It is a reimbursable award.

The ISHRAB and its representatives will award scholarships on a first-come, first-served basis until the funding is exhausted. Complete information and an application form are available at www.cyberdriveillinois.com (click Departments, Illinois State Archives, Illinois

Historical Records Advisory Board). For questions, please contact:

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2013 Accessions of the Illinois State Archives

State Government Records

Commissioner of Banks and Trust Companies

Legal Counsel

Commissioner's Removal of Officers, Directors, Employees, and Agents Files, 1982–2004; 2 cubic feet

Illinois State Board of Education

Educational Services Center #11 (Macomb)

Governing Board Meeting Minutes, July 1985–June 1995; 1 cubic foot

Educator and School Development Division

Private Business and Vocational School Regulation Files, 1955–2012; 147 cubic feet

School Support Services

School District Annual Reports, July 1999–June 2003; 13 cubic feet

State Board of Elections

Election Information Division

Third and Independent Parties Nominating Petitions, 2004; 2006; 2012; 4 cubic feet

Illinois Emergency Management Agency

Bureau of Environmental Radiation Safety

Low-Level Waste Annual Generator Surveys, 1983–2008; 35 cubic feet

Department of Financial and Professional Regulation

Division of Professional Regulation

Administrative Files, 2002; 2004–2010; 4 cubic feet
Professional Board Minutes, 1999–2010; 1 cubic foot

Department of Financial Institutions

Director's Administrative Files, 2002–2004; 2 cubic feet

General Assembly

Bills, Resolutions, and Related General Assembly Records, 2011–2013; 191.75 cubic feet

Illinois Health Care Cost Containment Council

Council Meeting Minutes Files, 1987–2002; 7 cubic feet

Illinois Department of Human Rights Interagency Committee on Employees with Disabilities

Committee Administrative Files, July 1993–June 2009; 1 cubic foot

Legal Division

Agency Annual Affirmative Action Plan Files, July 1992–June 2011; 12 cubic feet

Illinois Department of Public Health

State/Local Liaison Unit

Administrative Report Files, 1968; 1982–2001; 0.5 cubic foot
Local Health Department Annual Reports, 1980–2008; 2.5 cubic feet

Secretary of State

Index Department

Deeds to State-Owned Real Estate, October 2012–November 2012; January 2013–November 2013; 0.41 cubic feet
Enrolled Acts of the General Assembly, 2010; 10 cubic feet
Executive Section. Executive Files, 2010, December 17, 2012; 1.25 cubic feet
Executive Section. Extradition Papers, 2010; 1.5 cubic feet
Executive Section. Proclamations of

the Governor, 2011; 0.5 cubic foot
Files on Land Purchases for Road Development, 2012; 1 cubic foot
Mass Transit District Files, 1973–2007; 2 cubic feet
Proposed Amendments to the 1970 Constitution Files, 2012; 0.25 cubic foot

Supreme Court of Illinois

Clerk

Attorney Oath Files, Ca. 1874–1925; 2005–2012; 8.01 cubic feet
Case Files, n.d.; 0.1 cubic foot
Unclaimed Law Licenses, 1898–1923; 0.1 cubic foot

Local Government Records

Effingham County

Justice of the Peace

Justice of the Peace Dockets, 1836–1851; 1858–1864, 1 microfilm roll

Douglas Township

Justice of the Peace Dockets, 1875–1877; 1942–1945; 1949–1964, 4 microfilm roll

Mound Township

Justice of the Peace Dockets, 1961–1963, 1 microfilm roll

St. Francis Township

Justice of the Peace Dockets, 1961–1963, 1 microfilm roll

Teutopolis Township

Justice of the Peace Dockets, 1860–1883, 1 microfilm roll

West Township

Justice of the Peace Dockets, 1880–1883, 1 microfilm roll

Police Magistrate

Altamont: Police Magistrate Dockets, 1957–1961, 1 microfilm roll
Edgewood: Police Magistrate Dockets, 1958–1963, 1 microfilm roll
Effingham: Police Magistrate Dockets, 1957–1963, 3 microfilm roll

LaSalle County

County Superintendent of Schools

School Board Minutes, 1916–1945, 1 microfilm roll

Marshall County

County Superintendent of Schools

School District Record, Jan. 6, 1925–July 30, 1932; Aug. 25, 1931–Apr. 15, 1937, 1 microfilm roll
School Board Minutes, Apr. 10, 1957–Apr. 19, 1960; Sept. 17, 1973–June 28, 1976, 1 microfilm roll
School Student Permanent Record, 1896–1926, 1 microfilm roll
School Teachers' Daily Registers, 1915–1946, 1 microfilm roll

Union County

Justice of the Peace

Justice of the Peace Dockets, July 1920–Mar. 1923; Sept. 1926–July 1943; July 1952–Dec. 1963, 6.3 linear feet and 11 microfilm rolls

Police Magistrate

Cobden: Police Magistrate Dockets, Sept. 1952–Dec. 1963, 0.4 linear feet and 1 microfilm roll
Jonesboro: Police Magistrate Dockets, Sept. 1905–Sept. 1921; Aug. 1941–Dec. 1963, 1.8 linear feet and 4 microfilm rolls

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

Abraham Lincoln in Illinois: A Selection of Documents from the Illinois State Archives (2008), teacher’s manual (87 pp.) and 35 document facsimiles with transcriptions – \$10*

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, Publications Unit, Norton Building, Springfield, IL 62756, 217-782-2226. Please make checks payable to Secretary of State. For a complete list of Illinois State Archives publications, please visit www.cyberdriveillinois.com/departments/archives/publications.html.