

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

Jesse White
Secretary of State
&
State Archivist

Volume 32
Number 2

Being prepared

For the 12th consecutive year, the Illinois State Archives participated in MayDay, an annual national event held every May 1 that focuses on disaster preparedness and emergency response for archival institutions. As part of the MayDay activities, State Archives reviewed and updated its internal disaster recovery plan. The plan includes a phone tree and recovery team assignments; emergency contact numbers; procedures for turning off power and water in the building; an initial situation assessment form; basic and detailed guidelines for disaster recovery; resources for restoration of water-damaged documents; and a basic supply checklist. The Illinois State Archives updates



its internal disaster plan every two years, with the accompanying phone tree updated more frequently.

MayDay is an ideal time to review your institution's disaster recovery plan. Institutions should review their procedures with all staff and

make any necessary updates.

Don't have a plan yet? Now is the time to create one. There are a number of resources available to establish a plan of action. To outline the basic components of an effective recovery plan, please visit the National Archives and Records Administration (NARA). It has created an outline of elements to be included in a recovery plan. Although this guide was designed for use at federal agencies, the information can be applied at any institution entrusted with caring for archival records. Additional information can be found at <http://www.archives.gov/records-mgmt/vital-records/>.

Celebrating Illinois' Bicentennial

As part of the state's Bicentennial celebration, the Abraham Lincoln Presidential Library and Museum (ALPLM) in Springfield is sponsoring a yearlong special exhibit entitled *From Illinois to the White House: Lincoln, Grant, Reagan, Obama*. The exhibit focuses specifically on the four presidents who called Illinois their home.

For the exhibit, the Illinois State Archives loaned the ALPLM the 1818 State Constitution – the first of the state's four constitutions. The Secretary of State's office also loaned the ballot box used by the Illinois Electoral College in the election of Barack Obama as president in 2008 and 2012. That ballot box,



(from left) Cathy Popovitch, Illinois State Archives; Carla Smith, exhibits registrar of the Abraham Lincoln Presidential Library and Museum; and Bonnie Parr, conservator at the ALPLM, review the 2008/2012 Electoral College ballot box as it is delivered to the ALPLM.

(cont. on pg. 2)

DATES & REMINDERS

Association of Midwest Museums/ Illinois Association of Museums

2018 Joint Annual Conference
"Fostering Transparency, Strengthening Public Trust"
July 18-21, Chicago (@ Hilton Chicago)
<https://www.ammconference.org/>

Federation of Genealogical Societies

2018 Annual Conference
August 22-25, Fort Wayne, IN
<https://fgs.org/cpage.php?pt=136>

Abraham Lincoln Presidential Library and Museum

20th Annual Conference on Illinois History
October 4-5, Springfield
<http://www.alplm.org/> ♦ 217-785-9132

Midwest Archives Conference

2018 Fall Symposium
"From the Stacks to the Classroom"
October 12-13, Iowa City, IA
<https://www.midwestarchives.org/upcoming-events>

Illinois State Genealogical Society

2018 Fall Conference
"Celebrating Our Ancestors"
October 26-27, Springfield
<https://ilgensoc.org/cpage.php?pt=546>

Downstate Local Records Commission Meeting

1st Tuesday of the month, 10 a.m.
(unless otherwise noted)
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, IL
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

Celebrating Illinois' Bicentennial (cont. from pg. 1)

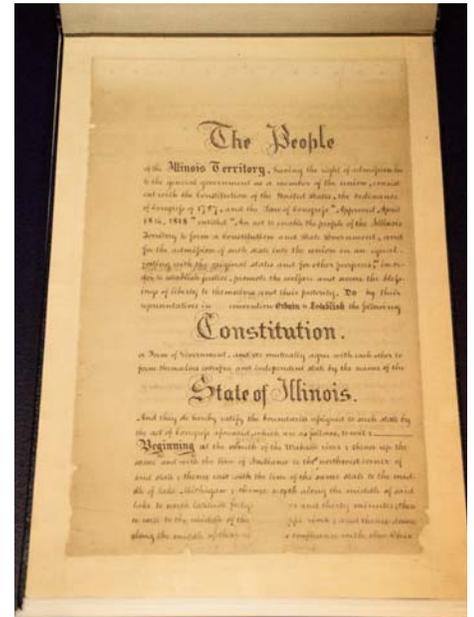
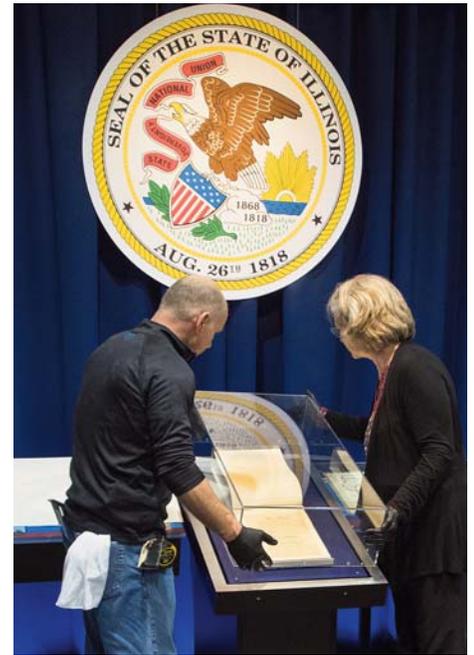
typically housed at the Archives, is made of wood from a desk that was used in the state Senate during President Obama's tenure. The exhibit runs through Dec. 31.

For more information, visit: <https://www.illinois.gov/alplm/Documents/Bicentennial%20Postcard.pdf>.

For additional information on other events related to Illinois' Bicentennial celebration, please visit: <https://illinois200.com/>.

RIGHT: The 1818 Illinois State Constitution being installed at the Abraham Lincoln Presidential Museum.
(Photo courtesy of the ALPLM).

BELOW: The 1818 Illinois State Constitution on display at the Abraham Lincoln Presidential Museum.
(Photos courtesy of the ALPLM).



Electoral College ballot and ballot box on display at the Abraham Lincoln Presidential Museum.

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 available online at http://www.cyberdriveillinois.com/departments/archives/ISHRAB/archival_repositories_directory/home.html.

The Illinois State Historical Records Advisory Board uses this 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) in Adobe PDF format.

Illinois State Archives

Margaret Cross Norton Building

Capitol Complex

Springfield, IL 62756

217-782-4682; 217-524-3930 (Fax)

Monday-Friday

8 a.m. - 4:30 p.m.

Closed all state holidays.

Select Archives Publications

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 – \$10.00*

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, 217-524-9844. Please make checks payable to Secretary of State. For a complete list of Illinois State Archives publications, please visit: <http://www.cyberdriveillinois.com/departments/archives/publications.html>

WWW.CYBERDRIVEILLINOIS.COM

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Jesse White • Secretary of State & State Archivist
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