

Organization History

The Eagle River Historical Society was formed in May of 1966. The Society was incorporated as Headwaters Historical Society, Inc. in 1989. There has been a name change and reorganization since then.

The mission statement of the Eagle River Historical Society is:

The purpose of the Eagle River Historical Society is to collect, preserve, display and interpret those artifacts, maps, photographs and printed materials which make the history of Eagle River and the surrounding area live for the present generation and to pass on that history to future generations.

Until 1997 there was no formal exhibition space. From 1997 until 2011 space was rented from a local environmental center but in 2011 the lease was lost and most of the collection went into storage. A small percentage has been on display in a former railroad depot. A fund raising program was started at once to acquire a permanent home. In December, 2012, that dream was realized with the purchase of a building that once was a part of an old boys' summer camp with historical value of its own.

It opened formally on May 24, 2014, and the collection returned to public view. This is our second museum in Eagle River. The Depot Museum will remain a specialized site for downtown business artifacts and railroad history. There will be major challenges to our Society in dealing with two sites and tripling the display space.

Program and Impact

A display committee has been working for months; designing exhibitions and creating policies and procedures for the collection that are in line with best practices. A small percentage of the collection has been catalogued into the Past Perfect software program. During the unpacking phase, the committee took the following actions:

- identify what artifacts of the collection will be assigned to each museum;
- identify which artifacts have been formally catalogued;
- determine the status of items donated since the main collection went into storage;
- determine a storage plan for objects and fixtures that will not be immediately displayed;
- develop a plan to record the location of each artifact on display at each site; and
- identify objects, such as textiles and paper artifacts that require special care and conservation materials for display and storage.

Upgraded Past Perfect software is necessary to closely monitor and organize the expanded collection. It is the Society's goal to have each artifact catalogued according to small museum standards and properly stored and preserved.

In addition to the need for upgraded software, acid free tissue and archival boxes are needed to properly store the elements of the textile collection not on display. Conservation of these fragile articles is a priority.

The publicity surrounding the new construction has resulted in a wave of contributions for the collection. Our newly developed policies include those for evaluating such offers and determining their suitability for the Historical Society. Upgraded software will be critical in organizing and classifying these artifacts. It will be a benefit in quickly locating items for requests or display and in generating labels that contain text and images.

Request

The Eagle River Historical Society is requesting a total of \$700.00 based on a project budget of \$1,452.20.

Matching Funds

Matching funds will be raised this summer through an annual project of a raffle at Eagle River's Fourth of July Parade. Proceeds are allocated to our most urgent projects each year.

Program Leader

Our preservation and collections management programs will be overseen by Dianne Erpenbach, a member with extensive experience in textile preservation and display. She is a former board member of the Costume Society of America. She has taught textile classes and developed curriculum for them.

Summary

The Eagle River Historical Society has been successful in funding and managing the total project of purchase and renovation of its new museum and now needs to be equally successful in achieving a new level of professionalism in the management of its collection. This is essential to carrying out our mission statement to "collect, preserve, display and interpret" our collection.

IS Mini Grant Project Budget

Item	Number	Price	Extension
Upgrade for current Past Perfect 4.0 software, 1 license	1	\$300.00	\$375.00
User guide, individual, needed for upgrade	1	\$39.00	\$39.00
computer hard drive, backup	1	\$125.00	\$125.00
Acid free tissue, unbuffered **	1	\$199.50	\$199.50
Hat box	5	\$28.25	\$142.50
Large box	12	\$47.60	\$571.20
			\$1,452.20

**Source, Gaylord Textile Storage Materials

2014 FAIRWATER HISTORICAL SOCIETY GRANT PROPOSAL
PROJECT DESCRIPTION

REQUEST FOR FUNDING PASTPERFECT 5 COMPUTER SOFTWARE PROGRAM

Established fourteen years ago, the Fairwater Historical Society has manually catalogued their accessions over the years. Currently, accession records are catalogued and stored in a three ring binder which makes it difficult to identify and locate our collections. The procedure worked well in the early years of our society, however, we have decided to upgrade to PastPerfect and are making plans to make the transition.

We understand that this will be an ongoing process and that we must maintain our commitment to using the program to make it successful. Our society has delegated three individuals to learn the computer program and provide ongoing assistance in the accession and record-keeping process. We also plan to buy the book Registration Methods for the Small Museum and will keep it available as a critical reference for how we manage our accession and registration process.

This is our third request for matching funds for purchasing this software. Last year, the society purchased the computer, printer, digital camera and digital scanner. With help from the Wisconsin Historical Society, we are hopeful that we can begin the project by the fall of 2014.

The lead person who will be working with PastPerfect registered to partake in the Webinar held on March 28th, 2014, "Intro to PastPerfect 5". She has shared this information with the two other society members who will be working with the program. Rick Bernstein, WHS Field Services, recently hosted a Webinar introducing the benefits of digitalizing our accessions, which was extremely helpful in supporting the decision to switch to digital records.

Digitizing the accessions will allow our society to have photos and collections at our fingertips, thus protecting the fragile papers, fabrics and photos from damage from handling.

The Fairwater Historical Society will match funds received from the WHS for purchasing PastPerfect and needed accessories by hosting an All-You-Can Eat

Country Breakfast to held on July 27, 2014 in Fairwater. This is our ninth year of hosting the community breakfast. Last year (2013) we had a record turnout and we cleared over \$1,200.

As the Wisconsin State Historical Society is very supportive of affiliates using this program, our society is excited to move in this direction. With the many features of PastPerfect 5, such as tracking memberships, printing copies of selected accessions, donor information, to name just to name a few, our society will make great strides in available information.

We look forward to working with WHS, and plan to have two more individuals take advantage of future training opportunities such as those offered by the Wisconsin Historical Society and Museum Software. The local Markesan Historical Society, who is currently using the program and has agreed to assist and guide us should we have any questions or problems.

**FAIRWATER HISTORICAL SOCIETY
2014 WI HISTORICAL SOCIETY & WI COUNCIL FOR LOCAL HISTORY
MINI-GRANT PROPOSAL**

BUDGET DETAIL:

PROPOSED PURCHASES:

PastPerfect 5 Software	\$696
AASLH Membership	\$115
Digital Imaging, Multi-Media Pkg	\$308
External Hard Drive	\$100
Registration: 2015 PastPerfect Webinar (2)	\$ 60
Museum Software (Support)	\$276
TOTAL PROJECT COST:	\$ 1,555.00
TOTAL MATCHING FUNDS (Fairwater Historical Society)	\$ 855.00
TOTAL GRANT REQUEST:	\$ 700.00

MINI-GRANT PROPOSAL CAMBRIA-FRIESLAND HISTORICAL SOCIETY

This May marked the 25th anniversary of the Cambria-Friesland Historical Society. Organized in 1989 by a group of interested citizens, it grew and prospered for several years. Along the way, one of Cambria's oldest homes was purchased to serve as a museum and house the growing collection of artifacts. Members began renovations and the charming stone building eventually became known as the Wagoner House Museum. However, there was still much to be done. As often happens, in the ensuing years people moved away, elderly members passed on, and interest waned before the project could be completed.

A few years later, enter Jay Williams, a long-time Cambria businessman, historian and genealogist. Jay began writing a newspaper column about Cambria history, generated interest and got things up and running again. Jay's greatest dream was to finish the renovations on the Wagoner House and open it for tours. By 2011 enough funds were raised for new wiring and to have the walls plastered. In the following months, a small group of local members rolled up their sleeves and got to work on the finishing touches, cleaning, painting, and setting up displays. The yard also received a much-needed makeover with the addition of a Memorial Pathway and garden. The transformation was completed just in time for our open house on the occasion of the first Cambria Cultural Extravaganza on October 6, 2012. Needless to say, we were all proud to open "Our House" for tours, and eager to show visitors that Cambria's history was alive and well. Although we have a limited budget and operate on a shoestring, we've continued to thrive thanks to membership dues and donations. While our active membership only averages about eight people, we are a dedicated group and determined to carry on the important mission of preserving the history of our little village.

When the Wisconsin Historical Society mini-grant information arrived in the mail our group was very excited about the opportunity to apply for our first grant. We all agreed that it came at a perfect time since the money could potentially help solve two of our problems. Because the Wagoner House was built with sandstone and is without a heating system, we are faced with year-round dampness and musty odors. This necessitates packing up all paper and textile items and moving them to the local library for the winter months when the house is closed. Unfortunately, we do not have the proper archival boxes or office supplies to store them properly. When the house is reopened for the summer, we use a dehumidifier in an effort to keep things dry and odor free. However, we have found that since it's an older model it's inefficient and quite costly to run.

To further illustrate our dilemma, last June the family of Cambria's first doctor made a generous donation of beautiful late 1800's clothing, portraits, photo albums and ephemera. We were delighted to accept the items, but knew they would need special care. On our tight budget we doubted we'd be able to afford the expensive acid-free boxes for transporting and storing the fragile clothing and paper items over the winter months. In early August, we faced another problem with the sudden death of our president, Jay Williams. When his home office was later vacated, we found a very large collection of

newspapers, clippings, photographs and other historical memorabilia that he had been storing. All agreed that moving everything to the Wagoner House would be counterproductive, since we'd have to move it all again in a few weeks. Understanding our plight, the library board offered us a small room in the library basement to use as an office and storage space. We gladly accepted, moved in and began unpacking and sorting the items. However, we were soon overwhelmed and frustrated, realizing that once again we were lacking the necessary supplies to properly care for the collection.

First and foremost, we would use the mini-grant to help fund the purchase of much-needed archival supplies so we may continue organizing our library office this summer. In order to move forward on our project we will need newspaper sleeves and a variety of acid-free envelopes for our clippings, pamphlets, negatives and photos, and cotton gloves to wear when handling the items. We would also like acid-free boxes and tissue paper for storing our antique clothing during the winter months. All items have been selected from the Gaylord catalog so we may take advantage of sale prices and shipping discounts. If additional funds would be granted we'd also purchase a new Energy Star dehumidifier to replace our old and inefficient model. This would help greatly with the preservation of our artifacts, lower our energy bills and improve the overall atmosphere of our museum during the summer months when we welcome visitors.

The mini-grant program conveniently coincides with our upcoming fundraising project and community event that could provide the matching funds. A member of our group made and donated a quilt to be raffled off when the Wagoner House Museum hosts the second Cambria Cultural Extravaganza on October 4, 2014. The Duck Creek Arts Guild will be exhibiting and selling art work on our lawn, and the local 4-H club will display their animals and projects. There will also be live music, food stands and tours of the Wagoner House. We are also pleased that a descendant of Cambria's first doctor and donor of our antique clothing will be presenting a program at the library on his family's history. Not only will we raise money, but it will also be a fun day and a great chance to promote our Historical Society.

We appreciate the exciting opportunity to apply for the mini-grant and your consideration of our application. We would be very grateful for any funds awarded. Thank you.

Respectfully,
Mary Jane Winter, President
Cambria-Friesland Historical Society

**MINI-GRANT BUDGET
CAMBRIA-FRIESLAND HISTORICAL SOCIETY**

MINI-GRANT BUDGET

All archival products will be purchased from the Gaylord catalog

5 Gaylord Burlly Boxes—24 x 40 x 15"	215.25
2 Gaylord Burlly Boxes—21 x 24 x 6"	35.10
25 Sheets Gaylord Unbuffered Acid-Free Tissue—30 x 40"	22.05
10 Gaylord Archival Newspaper Sleeves—12 x 18"	19.30
1 Gaylord E-Flute Newspaper Box—19 x 25 ½ x 2 ½"	12.75
50 Gaylord White Buffered Long Side Opening Envelopes—8 ½ x 10 1/2"	22.05
100 Gaylord Buffered Negative & Print Envelopes—4 3/8 x 6 3/8"	18.30
10 Gaylord 9 x 11" Window Envelopes	12.70
12 Pairs Medium Cotton Gloves	20.75
GAYLORD ARCHIVAL SUPPLIES (first choice)	\$378.25
(and if additional funds available)	
SOLEUS ENERGY STAR DEHUMIDIFIER	\$168.00
	PROJECT TOTAL \$546.25

MINI-GRANT REQUEST

1. We are requesting \$189.00 for the archival supplies	\$189.00
2. We are requesting \$84.00 for the dehumidifier	<u>84.00</u>
	\$273.00

MATCHING FUNDS-QUILT RAFFLE FUNDRAISER

Archival Supplies--189 tickets@\$1 each=\$189.00

or

Archival Supplies & Dehumidifier--273 tickets @\$1 each=\$273.00

**Reedsburg Area Historical Society
Pioneer Log Village
Indexing Project**

In 1965, a group of local friends began the Reedsburg Area Historical Society and purchased land for a museum. They collected original log cabins from the area and relocated them to the museum site. Area residents donated artifacts to fill the cabins. Additional structures were gradually added for museum space and event space. All of this was done without formal training – just a dream and community participation. Over the years, the village slept quietly, little known by anyone outside the Reedsburg area.

Since that time, more items have been added to the collection. Many are rare and fragile. New exhibits have been created in the last few years, along with events programming, which have brought visitors to the village. Teachers are interested in accessing the village for classes but logistics are a problem. Donors have brought children and grandchildren to “visit” their family heirlooms, donated years before; however, no index or catalog exists. At various points through the years, lists have been partially completed on paper but there is no consistent list that describes the items or shows where they are located. Locating these items for donors is usually almost impossible. A new board was elected in April of this year and consists of several individuals who have experience with museum management. One board member has donated an almost-new computer to be used to create a catalog and to keep track of artifacts, as well as members and donors. Membership lists have been on paper only, making contact with society members difficult and time consuming. Our reputation with donors needs improvement and a professional tracking system would help us show that we do value their contributions and our members. Another board member has taken the Past Perfect webinar provided by WHS earlier this year in anticipation of this cataloging project. She also has experience working with Past Perfect through her volunteer work at the Circus World Museum archives, supervised by Peter Shrake, the CWM archivist.

To support this undertaking, we have already raised \$4,000 through the annual chicken BBQ that has been consistently held on the Sunday of Memorial Day weekend for 49 years. This year was a particularly successful event, with wonderful weather and plenty of advertising. Of this amount, \$1,000 has been set aside for the beginning of our project. For continuing support of our cataloging goal, we have established suggested donation schedules for tours of the village when groups call and ask. We are also in the midst of planning a membership drive, as this has not been a focus in some time and we would like to encourage more people to become members. Regular newsletters and local newspaper columns with stories of the area connected to our artifacts have begun and will also benefit our projects as the communities around us become more familiar with what we have to offer.

Our request for \$700 is for the purchase of Past Perfect 5.0 and the module for placing our artifacts online. This is important to us, as teachers in our schools can then access pictures and information for use in the classroom. We hope then to draw the families of these students in for weekend visits to the village. It will also be a valuable resource for genealogists as they search for their family information.

Past Perfect will also be an invaluable tool for keeping our membership lists up to date and easily accessible. Overall, the museum and its artifacts will benefit by this investment of money, time, and effort. We are very excited to begin this momentous task and to preserve the stories and artifacts of our area.

We will now organize the committee which will be tasked with collecting the artifact descriptions, condition, and location. The committee will be comprised of members of the society and board members who have expressed interest in the project. We will have a brief meeting outlining what we will achieve and how to record the information. This portion of the project may be on computer, tablet, or paper, depending on the comfort level of the participant. Each small group will be assigned to a specific location or building and will be responsible for recording all of the artifacts in that location. As they complete their task each work day, this information will be sent to an assigned coordinator who will both save the info electronically and also create a master file. Excel will be used for data entry until the computer program arrives and is installed. The members with museum experience will be teaching us how to accession our artifacts. The secretary of the board will also be asked to enter member information as soon as the program is up and

running. We will also be taking pictures of artifacts and entering them onto the program so that we can go online with our treasures.

We have old donor files and have already begun organizing these files so that we can attempt to match up the artifacts with donors. As we are receiving new donations presently, we have established a process and forms in order to keep donor information easily accessible, which will be entered into Past Perfect also.

Everyone is very excited about the project and I can see that it will be a very fun learning experience for us, and a wonderful investment for future generations.

*Becky Horde
Vice President
KARTS*

Indexing Project Budget

Item	Expense – Grant	Expense – RAHS
PastPerfect 5.0 Basic Program	\$696.00	
First Year Annual Support Single User		\$276.00
PP Online Setup	\$ 4.00	\$224.00
Inventory Manager		\$236.00
3-1 Printer (print, scan, fax)		\$200.00
Totals:	\$700.00	\$936.00