Heritage Library News

Now open Saturdays!
New Reading Room Added

On August 13, the Library expanded by adding a reading room across the hall from the existing space in suite 302. The new space holds the patrons two computer work stations as well as the periodical collection and two work tables. With seating for five researchers, the library now has room to expand its collection by another 500 volumes.

Director of the Library, Randy Holcombe, expressed pleasure at the expansion, "Last week visitors over-flowed the suite," he stated. "We had already reached the point where we had asked volunteers not to work on the cataloging during the Friday open hours so we would have room for the visitors. Even so, we were overrun last Friday."

The additional temporary space

> Beginning August 16, the Library is now open on Saturdays. Thursday evening hours will be added in

coincided with the beginning of negotiations with Courtyard Building management for the Library's permanent space down the hall. By October first, the library will occupy approximately 800 square feet with room for 1500 rolls of microfilm, 3700 volumes of books, four computer work stations, four microfilm stations, over twenty researchers and a separate materials receiving/cataloging room. The long term lease is expected to

Notice of Annual Meeting!

The first Annual Meeting of the Heritage Library Foundation, Inc. will be held on **10 September at 10 a.m.** on the Courtyard Building to elect Officers and

The work of the librarian involves more than just shelving books—there are volunteer opportunities in many areas.

Board of Directors

President—
Betsy Wolf
842-4563

Vice-President-Membership and Endowments—
Bill Altstaetter
689-9558

Vice-President-Director of the Library—
Randy Holcombe
342-3388

Director—

Volunteer Opportunities Abound

The Heritage Library was formed from hopes, dreams, and a tiny seed of funding. While its initial membership and funding have been triple expectations, its continued growth depends most of all on the volunteer efforts of its members.

Many libraries depend exclusively on paid staff, but the Heritage Library intends to direct all of its funding toward acquiring, and housing its historical and genealogical materials. The annual personnel costs of a single professional librarian exceeds the purchase price of over 1500 hard cover books. A clerks salary expenses would purchase over 900 rolls of microfilm.

While some members choose to support the library financially, there are many, many opportunities for volunteers at the library, whether skilled or not, from an occasional hour or two to forty hours a week. Some of the areas where help is needed now:

Library Help Desk—Acting as the on-duty Librarian when the reading room is open. Logging in visitors, collecting fees, assisting patrons in finding the research material they need,

Inside this issue:

Acquisition Planning Needs Your Help

Possibly no volunteer effort at the library will have a greater impact than that of the acquisitions committee. Each team member will work to compile lists of materials for purchase by the library. Acquisition lists will be created for each area of the library and will include all media types (books, CD-ROM, microform, manuscript). In each area, there will be one to three members who will develop the list and then jointly prioritize the items. The combined committee will then determine how the available funding will be allocated among the various areas.

Whenever donations are made to the Foundation, they may be unrestricted, designated for specific capital purchases, designated for specific reference material purchases, or even designated for specific subject area purchases. Lists will be available to a donor for directed donations, or used by the Director of the Library for unrestricted purchases..

Subject areas include SC, NC, AL, New England, Mid-West, British Isles, Europe, African-American, Civil War, Revolutionary War, and General Genealogy. Contact Bill Altstaetter if you wish to serve on the acquisition

Permanent Space Planned

include options to triple the floor space by expanding to adjoining suites. The library board has already ordered a microfilm reader and library supplies in preparation for the move. By the end of August, the first of 25 four-foot units of library shelving is expected from a Charlotte supplier.

When the move is complete, the Heritage Library will be one of the largest genealogy libraries in the State. Eventual plans call for it to be the third

Volunteer Opportunities

assisting in use of the computers, etc.

Collection Maintenance—The entire process of accepting donated library material (books, manuscripts, periodicals, videotapes, CD-ROM's, etc.) including applying donor labels, cataloging, data input, applying spine labels, mounting and framing maps, photos, and artwork, book covering, shelving, repair, and filing. Of particular importance is surname indexing, a process of indexing every single manuscript and book in the collection by family name and placing that data in the library's computer (and web site).

Computer Support—Installation and configuration of donated PC's, installation of software, network setup, user training, web-page design and support, user support.

Membership—Mailing list maintenance, calling members for meeting notification, organizing volunteers, member training, conducting genealogical workshops, recognition dinners, luncheons, wine and cheese parties, hosting regional/national meetings, etc.

Research and Publication—Newsletter editing and writing, Quarterly editing and writing, answering queries from other libraries and Societies, answering detailed research requests, researching for publication, old record transcription, proof-reading, record indexing, microfilming, or scanning.

Solicitation—Telephoning prospective members and donors to ask for cash or material donations, doing grant applications, contacting businesses for in-kind donations, soliciting "advertisements" for newsletter or Quarterly.

Acquisitions Committee—Create lists of intended purchases of books, CD-ROMs, microfilm, microfiche, manuscripts, etc. Prioritizing and allocating purchases. Specific lists of

"..continued growth depends most of all on the volunteer efforts of its members."

CD-ROM Collection Expands

Thanks to the generosity of a few of the foundation's early members, the library already has one of the most extensive collections of CD-ROM genealogy data in the State. The library has two computers available for patrons use in referencing these materials, or in compiling their genealogical data using the library's copy of Family Tree Maker 4.0. At least two additional computers are planned, and we hope to soon have virtually every genealogy CD-ROM available in this country.

> *"... the library already has one of the most extensive collections of CD-ROM genealogy data in the State. "*

The library has tentative plans to acquire the entire catalog of materials available from Broderbund-Banner Blue, additional Census View sets and all future releases from the SC Archives.

Here is a listing of the collection as of press time:

- Marriage Index: IL, IN, KY, OH, TN, 1720-1926
- Marriage Records: Alabama, Georgia, S. Carolina
- Family File Vol. 1&2 and "Roots" Cellar
- Birth Records: US and Europe, 900-1880
- 1880 U. S. Census Index: Ohio
- Automated Family Pedigrees #1
- Automated Family Pedigrees #2
- Automated Family Pedigrees #3
- Social Security Records: US, 1937-1993
- Family and Local Histories
- Family History: First Families of America
- Family History: New England Families #1
- Military Records: Confederate Soldiers, 1861-1865
- Veterans' Schedules: U. S. Selected States, 1890
- Pre-1790 Colonial America Census Index
- 1791-1809 U. S. Census Indexes and Tax Lists: NE and NY
- Military Records: U. S. Soldiers 1784-1811
- Family History: VA Genealogies #1 Pre-1600 to 1900's
- African Americans in the 1870 Census
- Church Records: Selected areas of Pennsylvania
- Virginia Vital Records #1, 1600s-1800s
- Ohio Vital Records #1, 1790s-1870s
- Ohio Vital Records #2, 1750s-1880s
- Family History: CT Genealogies #1, 1600s-1800s
- Marriage Index: KY,NC,TN,VA,WV, 1728-1850
- Land Records: AL, AR, FL, LA, MI, MN, OH, WI
- Census Index: Colonial America, 1607-1789
- Census Index: US Selected Counties, 1790
- Census Index: US Selected Counties, 1800
- Census Index: US Selected Counties, 1810
- Census Index: US Selected Counties, 1820
- Census Index: US Selected Counties, 1830
- Census Index: US Selected Counties, 1840
- Census Index: US Selected Counties, 1850
- Census Index: US Selected Counties, 1860
- Census Index: US Selected Counties, 1870
- Census Index: US Selected Counties, 1880
- Census Index: Idaho 1910
- Complete Book of Emigrants, 1607-1776
- Roll of Honor: Civil War Union Soldiers

Membership, Donations Exceed Projections

Board members were pleased to find that both donations and new memberships exceeded expectations in the first month of the Foundation's existence. "During the first couple of months, we only expected the organizers to join", said Bill Altstaetter-VP of Membership. "We didn't expect any major benefactors to come forth until the end of the year...only after we had finished the organizational tasks like cataloging, finding permanent space, and starting a membership drive."

At the August Board Meeting Altstaetter reported that over twenty individuals had already joined, including a dozen life members and four benefactors. He also reported several out-of-state and gift memberships.

"Even more gratifying was the fact that all of the Benefactor memberships exceeded the $3000 minimum level and several other members had made donations of materials for the library in addition to their dues," added Altstaetter.

Membership fees are $25/year individual, $30/year family, $200 for a life membership, and $3000 for a benefactor membership. All memberships before the end of 1997 will be designated "Charter" memberships.

The Heritage Library
Foundation, Inc.
Suite 302
32 Office Park Road
Hilton Head Island SC
29928
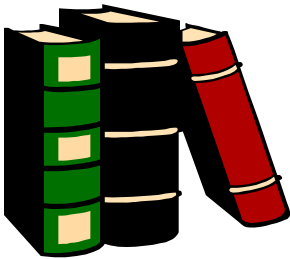
In This Issue... Library Expansion Plans- - -New Hours- - -Volunteer Opportunities

Our library without walls

> *"With the advent of computers and communications networks, the concept of a library is changing"*

Libraries have been the storehouses of civilization's knowledge for thousands of years. From the ancient Library at Alexandria to the modern Library of Congress, libraries have been associated with the collection of books.

With the advent of computers and communications networks, the concept of a library is changing dramatically. It is not unusual for a modern library to have in its collection many works on microfilm, video, or CD-ROM. As electronic publishing becomes the norm, a "book" may no longer be a physical object that you hold in your hand, but simply a data file existing in digital storage.

The Heritage Library was created with the concept of micro-form and electronic publications in mind. The very first assets of the foundation included computers and CD-ROM collections. Every budget, flood plan, acquisition list, and project plan includes consideration of the application of technology to the task at hand. We will make every effort to ensure that our members and patrons will be able to make use of our facilities from their home computer as well as an easy chair in the library's reading room. Future research projects will generate low-country reference material in both electronic and traditional paper forms.