

CPC Short Form

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Name of Applicant: Wellesley Historical Society, c/o Kathleen Fahey, Curator

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Sponsoring Organization: Wellesley Historical Society

CPA Category(ies): Historical Preservation

Brief Description of the Project

The Wellesley Historical Society would like to preserve and process the Margaret Urann Archival Collection. This collection contains over 20 linear feet of unorganized historic materials created by Margaret Urann including manuscripts, historic photographs, personal correspondence, diaries, notes, files and scrapbooks. The collection will be processed according to current archival standards which include arranging, describing and rehousing the materials into acid-free file folders and boxes, separation of acid newspaper clippings and the removal of damaging materials such as rusting staples and paper clips. Once the collection is processed and arranged, all boxes and folders will be labeled and researchers will be able to utilize the collection. A Finding Aid will also be created and will be posted on the Wellesley Historical Society website and will be submitted to the Library of Congress/ World Cat search engine. The result would be an organized collection that would be accessible to researchers and housed in materials that would promote the long term preservation of this significant collection.

Goals

The first goal of this project is to ensure the long term preservation of the Margaret Urann Archival Collection by rehousing the collection into acid free folders, enclosures and boxes; removing rusted staples and paper clips; placing photographs into archival enclosures and removing highly acidic newspaper clippings into separate folders so as to stop damage to adjoining materials.

The second goal is to make the Margaret Urann collection accessible to researchers, students and the community by organizing the collection, creating labeled boxes and folders and creating an online Finding Aid.

Community Need

Margaret Urann (1902-1993) lived in Wellesley for almost 80 years. An avid historian and writer, she regularly chronicled the town's history for the local newspaper, The Wellesley Townsman, where she was an employee for over 40 years. A longtime volunteer of the Wellesley Historical Society, Urann was devoted to researching all aspects of Wellesley History. Urann was also a prolific author and penned many poems, short stories and plays.

This collection contains the products of a lifetime of historical study of the Town of Wellesley by M. Urann. Known to be a meticulous record keeper and researcher, she was generally considered to be the town's unofficial historian during her lifetime. Because the Urann collection is not processed, it is not accessible. The Wellesley Historical Society currently receives and answers over 100 research inquiries per year via phone and email while also providing research appointments to about 40 researchers per year. Processing Margaret Urann's archival collection will allow future researchers and staff access to this collection and would benefit from her years of historical study.

Time Line

The processing of 20 linear feet of archival materials which includes arranging, describing, rehousing and creating a Finding Aid, is estimated to take 300 hours (15 hours per linear foot). If the grant is approved, a contract archivist will be hired to complete the 300 hours at either full or half-time. The project should be complete in about 2 months at full time and in about 4 months at part time.

Maintenance/Ongoing Costs

No future maintenance or ongoing costs are expected other than the staff time necessary to provide access to the collection. The Curator of the Wellesley Historical Society will provide access to the Margaret Urann Collection as part of their regular duties.

Amt. of CPA Request

\$6200.00 including salary and materials

Other funding sources

The Wellesley Historical Society will provide 200 acid-free, archival folders valued at \$55.