

FINAL REPORT NARRATIVE

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Harmon Museum / Old Orchard Beach Historical Society

PROJECT NARRATIVE

The mission of the Old Orchard Beach Historical Society is to identify, acquire, organize, preserve and make available historical documents, photographs and artifacts pertaining to the history and culture of Old Orchard Beach, Maine. These materials are made available to local residents, visitors, students, historians and other historical organizations. The Old Orchard Beach Historical Society (OOBHS) holds these materials in trust for future generations.

The Harmon Museum/Old Orchard Beach Historical Society's sole purpose is to preserve and make available historical artifacts, documents and photographs that form a record of Old Orchard Beach's past. The criteria set by the OOBHS governing board is to ensure the society collects items for the purposes of preservation and interpreting the history of Old Orchard Beach and its immediate environs.

The Old Orchard Beach Aviation Collection totals approximately 6 cubic feet of unprocessed materials. This is 2.5 cubic foot more than originally estimated. It was found that the collections were separated after accession—something I was unaware of until I started surveying the collection.

These collections focus on a number of aviation events that took place in Old Orchard Beach and significant aviators who participated in these events between 1912 and 1992. The collection consists of photographs, document, artifacts and memorabilia pertaining to Old Orchard Beach flight landings including types of plans and their flyers, the career of Harry M. Jones, Sr., pioneer Maine aviator, Charles Lindbergh, and the events that followed after he was forced to abort a flight to Portland, Maine and landed his "The Spirit of St. Louis" on the beach and Maine aviation history in general. Photographs include aerial images of Southern Coastal Maine including Old Orchard Beach at the height of its tourism history. The specific purpose of this project is to organize, process, preserve, and re-house the entire Old Orchard Beach Aviation Collection. The collections are as follows:

1. **Joe Snow News Clippings** [.5 cubic foot]. This collection consists of 44 news clippings pertaining to Joe Snow and aviation events as they happened during the time Mr. Snow was a mechanic at Capt. Harry Jones Hangar in Old Orchard Beach including articles about Capt. Harry Jones. Inclusive dates: [n.d.], 1929-1985.
2. **Leo Boyle Aviation Collection**. [.5 cubic foot]. The collection consists of a number of articles about aviation history in Old Orchard Beach, Maine. Other items include cancelled envelope and stamp honoring the early airmail flight made by Harry M. Jones from Portland, Maine to Augusta, Maine. A framed 12" x 18" poster from a 1930's Popular Mechanic Magazine about the Old Orchard Beach Glider Plane. A piece of original fabric from the glider is included Inclusive dates: 1981-1992.
3. **Brousseau Aviation Collection**. [.5 cubic foot]. Joseph G. Deering II was our Benefactor. His home is now the current Dyer Library, donated and renovated in 1951. Owner of Deering Lumber and son of Frank Cutter Deering and grandson of Joseph Deering I, lumber barons in the late 19th

- and early 20th century. Joseph G. Deering was on the board of the Dyer Library Association and a benefactor/philanthropist in the Saco area. Joseph G. Deering II has been active during their adult lives in the cultural affairs of the Saco and Southern Maine community. Inclusive dates: 1912-1935.
4. **Aviation Collection.** [1.5 cubic foot]. This collection comprises of photographs, postcards, scrapbooks and publications all pertaining to Old Orchard Beach's aviation history. Inclusive dates: 1923-1933.
 5. **Capt. Harry M. Jones Collection.** [1 cubic foot]. This collection focuses on the flying career of Captain Harry M. Jones, with particular interest on his days as pilot/owner of Hazzard Shoe Flying Corporation, in Old Orchard Beach, Maine during the 1920's and 1930's. The collection consists of photographs, postcards, aviation celebration memorabilia, ephemera, correspondence, documents, publications and a vintage audio and video recording. Items of particular interest include a letter from Rudy Valley, a reel-to-reel audiotape dated June 13, 1964 from "Rhodes Island Aviation Days", and a 16 mm [?] Pathe Film, celebrating Grandma Bennett's 100th Birthday by Flying into Portland, Maine with Harry M. Jones as the Pilot ca. 1927. Inclusive dates: [n.d.], 1916-1979, 1991, 2006
 6. **Capt. Harry M. Jones Scrapbook Collection.** [1 cubic foot]. The collection consists of three personal scrapbooks created by Harry M. Jones that follows his career as a pioneer in aviation. Inclusive dates: 1912-1971.
 - a. **Scrapbook No. 1:** This 14" x 17" black scrapbook containing numerous photographs, newspapers clippings, articles, publications, postcards, correspondences and ephemera all pertaining to Harry Jones career as well as Maine aviation history.
 - b. **Scrapbook No. 2:** This 14" by 17" black scrapbook. It is 95 percent newspapers clippings and articles chronicling his career in aviation as well as others.
 - c. **Scrapbook No. 3:** This 10" x 12" photo scrapbook of Harry M. Jones and other aviators who came into Old Orchard Beach. Large portions of this scrapbook are photographs with a few news clippings and postcards. Harry Jones wrote in this scrapbook identifying many of the people and events.
 7. **Lindbergh Collection.** [1 cubic feet] This collection focuses specifically on Charles Lindbergh's landing at Old Orchard Beach. Collection includes photographs, postcards, scrapbooks, and events materials celebrating Lindbergh's Trans-Atlantic flight in 1927 in 1977 when a replica of Charles A. Lindbergh's famous aircraft, the "Spirit of St. Louis, " landed on the sands of Old Orchard Beach. This came to be referred to "Fly-In Day." Inclusive dates: 1936-1927.

PROJECT ACTIVITIES

SURVEYING THE COLLECTION

The project started August 1, 2006. However, what I thought would take approximately 40 hours, took 80 hours.

The premise of this project would be simple. Collections would be surveyed and identified in their logical groupings within the whole as they were established by the creator/compiler. The processors would identify any sub-groupings within each unit down to the level of granularity that is feasible or desirable, even to the individual item if feasible and realistic. Processed collections would be organized in series and re-housed appropriately. Any conservation work such as paper tear repairs or cleanings would be done by the Project Archivist, Anastasia Weigle.

Surveying the collection proved to be more challenging than I had initially expect. What was initially thought to be the entire collection housed in filing cabinets turned out not to be the entire Collection. To better understand the problem, I will clarify some of the challenges met in dual institutions. By dual, I mean Museums and Historical Societies that share both space and content.

The volunteers at the Old Orchard Beach Historical Society treated all their collections as museum artifacts. This meant collections coming into the institution as whole groups created by one compiler were separated and placed into categories. Although this is a common practice in the museum setting, it is not appropriate when working with manuscript collections. Provenance can be easily destroyed by such practices. This was the case in two of the collections I surveyed—the Brousseau Aviation Collection and the Capt. Harry M. Jones Scrapbook Collection. Individual items were removed and placed into subject files. Some were removed for exhibitions but not returned to the files

With the Brousseau collection, I was unaware there were two scrapbooks in this collection that were separated. I only found out by accident when I saw a scrapbook in the main office. I asked what this scrapbook was here for and the staff said that they were considering removing this scrapbook from their collections, as it had nothing to do with Old Orchard Beach Aviation History. The scrapbook had news clippings about well-known aviators, Wiley Post and Will Rogers and the plane crash that took their lives. I noticed that the name “Brousseau” was written on the inside of the scrapbook. I asked if this came in with other items so we checked their original accession notebook and found that, yes, this scrapbook came in with other items brought by Mr. Brousseau. Mr. Brousseau, a local resident and amateur historian on Aviation History created two scrapbooks—one pertaining to Old Orchard Beach Aviation History and the other was the Rogers/Post scrapbook. By separating the collection, provenance was lost—the one scrapbook alone made no sense. Once the collection was brought back to its original order, it made perfect sense. I share this story as an example of why provenance must be preserved at all costs

In the Harry M. Jones scrapbook collection, photographs, postcards and even letters were removed and accessioned individually, but the scrapbook itself was never accessioned. I gathered all the items that were taken from the scrapbook collection and brought them back together.

The only way that I could be sure that every item was accounted for was to work off the original accession list. This list was inputted into an excel program. I sorted the accession list by subject, identifying those items under the subject “Aviation”. I also was able to determine who the creator/compiler was for each collection. I was then able to attempt an initial survey—going through the files to find the items. That is when I discovered a number of items were not where they were supposed to be. Searching throughout other files as well as closets and offices, the survey took twice as long as I had anticipated.

Volunteer, Evelyn Cooper, assisted me with surveying the collection which included searching for missing items.

PRESERVATION/CONSERVATION NOTES

When I survey a collection, I do a preservation survey at the same time. I determine those times that need repair or conservation treatment.

All photographs were cleaned. This included the removal of adhesive tape and before cleaning. Photographs were placed in Mylar sleeves. Papers with tears were repaired using either wheat paste and Japanese Tissue Paper or document repair tapes.

The Capt. Harry M. Jones Scrapbooks were more of a challenge. I conserved each scrapbook differently based on the way the scrapbook was created. Keeping in mind the creator's intent, the following conservation methods were used:

Harry M. Jones Scrapbook #1 *was a 14" x 17" black scrapbook containing 191 pages containing numerous photographs, newspapers clippings, articles, publications, postcards, correspondences and ephemera all pertaining to Harry Jones career as well as Maine aviation history. The structure of the scrapbook was not unique in any way. Black scrapbook pages were acidic and brittle. It was determine to remove all the items in this scrapbook and re-housed in new acid free scrapbook paper. Photographs and documents were cleans and individually houses in sleeves. Placements of items on pages were kept in the exact order as they were in the old scrapbook. All loose items were cleaned and re-housed in acid free folders and kept with the new scrapbook.*

Harry M. Jones Scrapbook #2 *was a 14" by 17" black scrapbook containing 186 pages. It is 95 percent newspapers clippings chronicling Harry Jones career in aviation as well as others aviators that Mr. Jones either worked was or was interested in. There were some ephemeral items. All newspapers articles were yellow and brittle. We decided we would reformat this scrapbook by making copies of every article on acid free paper and place in Mylar sleeves. The sleeves were placed into two large notebooks. All copies of articles are in the exact order as they were in the scrapbook. All ephemeral items and photographs that were found in this scrapbook were removed, cleaned and re-housed in the notebook as well. Oversize items were placed in folders. A notation was made in the notebook directing the research to these folders or when a photograph or item was removed from the scrapbook to be re-housed. The original scrapbook only contains the brittle news clippings. The OOBHS chose to keep this so we wrapped it in acid free paper, tied it with cotton string and placed in acid free box.*

Harry M. Jones Scrapbook #3 *was a 10" x 12" photo scrapbook containing 88 pages of Harry M. Jones and other aviators who came into Old Orchard Beach. Large portions of the scrapbook are photographs with some news clippings and postcards. Harry Jones wrote in this scrapbook identifying many of the people and events. Other than removing staples and old tape, the scrapbook is kept exactly how Harry Jones created it. Each page was scanned onto a CD-Rom, and then placed in archival sleeves. Loose items were place in folders and identified.*

ORGANIZATION OF THE COLLECTION

After all items were surveyed, I had to determine how many collections these items made up. Keep in mind that all these items had come into the Harmon Museum/Old Orchard Historical Society as groups that were separated. I had to re-establish Provenance. This took some time. Working off the accession list, I was able to find the original collections as follows:

- a. **ASC 1: Joe Snow News Clippings**: Creator/Compiler: Joseph Snow*
- b. **ASC 2: Leo Boyle Aviation Collection**: Creator/Compiler: Leo Boyle*
- c. **ASC: Brousseau Aviation Collection**: Creator/Compiler: Ernest Brousseau*
- d. **ASC 4: General Aviation Collection**: This is a general collection of aviation materials (photographs, postcards, ephemera) from various donors.*

- e. **ASC 5: Capt. Harry M. Jones Collection:** *Collections (photographs, postcards, letters, news clippings, ephemera) pertaining to Capt. Harry M Jones, contributed by various donors. .*
- f. **ASC 6: Capt. Harry M. Jones Scrapbook Collection.** *Creator/Compiler: Harry M. Jones.*
 - i. **Scrapbook No. 1**
 - ii. **Scrapbook No. 2**
 - iii. **Scrapbook No. 3**
- g. **ASC 7: Lindbergh Collection:** *Various materials (photographs, postcards, news clippings pertaining to Lindbergh's unexpected landing in Old Orchard Beach in 1927) contributed by various donors.*

I assigned each of these collections a number to identify that these were archival collections, not museum items. Documentation was created for each collection, which includes historical and/or biographical notes, scope and content notes, series descriptions and finding aids. Collections were entered in the Library of Congress NUCMC database.

DIGITIZATION PROJECT

There are approximately 800 photographs in the Old Orchard Beach Aviation Collection. A majority of these photographs come from the Capt. Harry M. Jones Collection and Capt. Harry M. Jones Scrapbook Collection. Approximately 25-30% of the photographs in this collection best exemplify Old Orchard Beach's early aviation history.

Joyce Rorabaugh, Collections Coordinator/Genealogist, made an appointment to meet with Kathy Amoroso at the Maine History Room for an in-house training session.

Joyce scanned approximately 80 aviation photographs and uploaded them to Maine Memory. Two backup files were made of the scanned images—one onto the computer hard drive and another on a recordable CD-Rom.

NATIONAL UNION CATALOG OF MANUSCRIPT COLLECTIONS (NUCMC)

Collections were cataloged in the National Union Catalog of Manuscripts Collections utilizing the online form.

BUDGETARY REVISION

You will notice that there were changes in the budget. There was a major increase of "In-Kind" cash because it took much longer to process the collections due of lost provenance and lost items. An additional 20 hours were added to my initial 40 hours of process and conservation work bringing in-kind cash from \$1000.00 to \$1,500.00

The second change was in supplies. I was able to do a bid order, which reduced the cost on some of the items. I also included additional items such as acid free scrapbook paper and acid free paper liner. The only time I did not purchase from the original materials list is the De-acidification spray. Because of the large number of brittle and acidic news print materials, I decided acid free copies were more cost effective and easier to maintain and re-house.

Initial cost of supplies was \$742 with \$540 coming from the grant and a less cash match of \$202.00 from the Historical Society. After the changes in material needs, the materials budget rose to \$791.41 increasing the Old Orchard Historical Society's less cash contribution to \$251.41

Overall, with these increases, the project budget rose from \$2,422.00 to \$3,051.91 with the majority of increase in overall project budget coming from in-kind cash.

FINAL ANALYSIS/SUMMARY

This was an extremely difficult project to work with because of lost provenance. However, because of the accession records, we were able to successfully organize the collection as they were originally intended. We also were able to successfully catalog the collections in NUCMC.

I would like to address some of the more challenging aspects of this project.

My first concern dealt with collections that were separated from its group and merged with other group. The OOBHS was located in the Harmon Museum and the volunteers treated every accession as an artifact. Sometimes, one or more items in a collection were accessioned, but not the group. This created a major problem as groups of records were separated and in some cases provenance completely lost. Trying to find the original group by sort through individual photographs, letters, ephemera, etc., took a lot longer than anticipated. I have spent talking and instructing the primary historian, Evelyn Cooper, the differences between manuscript collections and artifacts so that future accessions can be dealt appropriately.

This is not the first time I have seen this conflict in collections. It was a problem in the past for the Dyer Library and Saco Museum when I was Director of Library and Archives, as well as other smaller museums in Maine that house historical collections. As adjunct faculty at University of Maine/Augusta, teaching archives management, many of my students visit museums and communicate this conflict often. It may be prudent to offer a future workshop targeting smaller museums that not only deal with artifacts, but manuscript collections and what the differences are in processing them.

My second concern is the volunteers processing collections to the absolute item level. This is just not feasible for them. It is time exhaustive and ties up their time on one collection for a long period of time leaving other collections to sit. I recommend that they process down to the folder level and create appropriate finding aids that will direct researchers to the appropriate folders in which they may find the information they are looking.

The Old Orchard Beach Historical Society must be careful in their appraisal of potential collections coming into the Museum or Historical Society. In this way, they can avoid unnecessary items that do not any relevance to their history or community.

This project was a great educational experience for the volunteers at the historical society and I believe they will now have a better handle on collections coming into their institution.

ACKNOWLEDGMENTS.

Our success in this project was made possible through the hard work of the volunteers, Evelyn Cooper, Joyce Rorabaugh and Priscilla Gallant. A special thanks to James Malloy, President of the Old Orchard Beach Historical Society, to Daniel Blaney, Historian and to the Old Orchard Beach Historical Society Board for their support. Lastly, I would like to thank the Maine Historical Records Advisory Board for their generous grant.

FINAL COLLECTIONS PROJECT BUDGET OUTCOME— REVISED

Organization: Old Orchard Beach Historical Society

	TOTAL Project Costs	Less Cash Match	Less In-Kind Match	Grant Funds Requested
A. Project Staff (paid and volunteer)				
Name; time x rate				
A.S.Weigle, project archivist. 60 hours @ \$25/hour (Pro Bono work)	\$1,500		\$1,500	=
Joyce Rorabaugh 40 hours x \$15/hour	\$600		\$600	
Volunteer 10 hours x \$8	\$160		\$160	=
				=
				=
B. Travel -- Destination; distance x \$.34; other travel expenses (specify)				=
				=
C. Supplies and materials -- Total items, cost	\$791.91	\$251.91		\$ 540.00
See attached list of materials with attached invoices.				=
				=
D. Services (telephone, postage, printing, etc.)				=
				=
E. Microfilming <i>Separate worksheet</i> (request from 287-5791 or janet.roberts@maine.gov) <i>must be completed. Enter the total from worksheet here.</i>				=
Other costs (specify) Shipping				
TOTAL	A) \$3,051.91	\$251.91	\$2,260.00	= B) \$ 540.00

Note: Those in bold show the changes in the budget.

LIST OF SUPPLIES

Archival storage boxes (various sizes for scrapbooks, files, artifacts)	\$209.90
Tissue Paper (buffered)	\$26.36
Folders (legal, letter, oversize, accordion)	\$258.29
Tying Tape Unbleached cotton	\$8.76
Filmoplast paper mending tape	\$41.42
Archival Polyester Sleeves var. sizes.	\$80.89
Paper liner acid free	\$15.43
Photo corners (various sizes)	\$67.46
Pages for oversize scrapbook acid free	\$83.40
TOTAL MATERIAL NEEDS	\$791.91
Materials Budget	\$791.91
OOOBH Less Cash Contribution	\$251.91
MHRAB Grant Contribution	\$540.00