



**TOWN OF CONCORD**  
**COMMUNITY PRESERVATION COMMITTEE**  
 141 KEYES ROAD, CONCORD, MA 01742  
 TEL. (978) 318-3290 FAX (978) 318-3291

**Application for CPA Funding**  
**Due no later than 4:00pm on Friday, September 17, 2021**

Applicant: Concord Free Public Library

Co-Applicant (if applicable): \_\_\_\_\_

Project Name: Concord Oral History Preservation & Access Project

Project Location/Address: Concord Free Public Library, 129 Main Street, Concord, MA 01742

Purpose: (Select all that apply)

- Open Space       Community Housing       Historic Preservation       Recreation

Project Budget:

Amount of CPA Funds Requested: \$ 22,841.50

Amount from Other Funding Sources: \$ \_\_\_\_\_

Total Project Budget: \$ 22,841.50

(If multi-year project, note current phase only)

Please check which of the following is included with this Application:

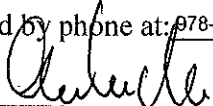
- |   |   |
|---|---|
| <input checked="" type="checkbox"/> One Paragraph Project Summary *             | <input checked="" type="checkbox"/> Timeline *  |
| <input type="checkbox"/> Map (if applicable)                                    | <input type="checkbox"/> Architectural plans, site plans, photographs (if appropriate)                                |
| <input checked="" type="checkbox"/> Narrative *                                 | <input type="checkbox"/> Copy of Audit or most recent Financial Information ( <u>Non Profit Organizations Only</u> )* |
| <input checked="" type="checkbox"/> Selection Criteria and Needs Assessment     | <input checked="" type="checkbox"/> Letters of Support (if any)   |
| <input checked="" type="checkbox"/> Detailed Project Budget *                   |   |
| <input checked="" type="checkbox"/> Feasibility Assessment                      |   |
| <input checked="" type="checkbox"/> Statement of Sustainability (if applicable) |   |

\* Required Documentation

The Contact Person for this Project is: Anke Voss, Curator, William Munroe Special Collections, Concord Free Public Library

All Correspondence should be mailed to: Concord Free Public Library, 129 Main Street, Concord, MA 01742

The Contact Person can be reached by phone at: 978-318-3342 or by email at: avoss@concordma.gov

Signature of Applicant: 

Signature of Property Owner (if different): \_\_\_\_\_

**For Historic Preservation Projects Only** – please check the box below left and acknowledge:

- I/We have read the U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties and understand that planning for and execution of this project must meet these standards.

**CONCORD ORAL HISTORY PRESERVATION & ACCESS PROJECT**

**Concord Free Public Library - Application for FY2023 CPA Funding**

**Body of Proposal:**

**1. CPA Cover Sheet**

**2. Project Summary**

**3. Narrative**

**4. CPA's Selection Criteria and Needs Assessment**

**5. Budget**

**6. Feasibility**

**7. Statement of Sustainability**

**8. Project Timeline**

**9. Appendices**

**Appendix A: Concord Oral History Collection**

**Appendix B: Resume**

**Appendix C: Oral History Inventory and Assessment**

**Appendix D: Vendor Estimates**

**Appendix E: Letters of Support**

## **2. PROJECT SUMMARY:**

The William Munroe Special Collections, Concord Free Public Library, currently houses the *Concord Oral History Program*, which is a collection of almost 500 recordings of Concordians spanning the last 50 years. Many of the older recordings are available only on cassette tape and in danger of being lost due to the shelf life of audio cassettes. This application seeks funding to digitize and transcribe these tapes in order to preserve these valuable resources for the future.

## **3. PROJECT NARRATIVE:**

Under the direction of Marjorie Garrard, in 1976, the Historical Commission established an Oral History sub-committee “to coordinate and carry out a program for the collection of an oral history of the Town. A large number of residents of diverse backgrounds and interests will eventually be contacted and asked to respond to this program by recording their recollections of the Town as it was.” (1976 Town Report, pg.168). By 1977, local historian, Renee Garrelick had already recorded 30 histories, which the Commission reported, “are highly professional and the beginning of fulfilling a longtime goal of the Commission and other local historians.” (1977 Town Report, pgs. 156-157). Fifty years later, the *Concord Oral History Program* consists of nearly 500 interviews with Concord residents.

From its inception, the Town of Concord, through the Concord Historical Commission, has funded this program, with additional support provided by the Garrelick family, with joint oversight and administration by the Commission and the Concord Free Public Library. All recordings, transcriptions, and associated documents are the property of the Town of Concord. The collection is housed and made accessible in the William Munroe Special Collections of the Concord Free Public Library.

Through 2006, local historian, Renee Garrelick conducted the interviews and Nancy McKinney transcribed them. Photographer Alice Moulton’s portraits also form an important part of the collection through 2006. Renee Garrelick passed away in 2007. Between 2008 and 2016, oral history interviews were conducted by independent contractors, Michael and Carrie Kline of *Talking Across the Lines* and transcribed by *Adept Word Management*. This association ended a few years ago and the program has been relatively inactive since then.

Currently, less than 200 of the nearly 500 oral history audio recordings are digitized and less than 400 of the 500 oral history transcripts are accessible via the Library’s website <https://concordlibrary.org/special-collections/oral-history>.

Included in the recordings that are currently only stored on audiocassette, or not transcribed are:

- *Bailey Oral History Project* – 69 tapes. Interviews conducted by William Bailey, 1982-1987 regarding the immigrant experience in Concord, MA.

## Concord Oral History Preservation & Access Project - Application for FY2023 CPA Funding

- *Conantum Voices* Oral History Project— 46 tapes. Interviews conducted by Ann Veneralbe, 2000-2002.
- *Minuteman Home Care Corporation* Oral History Project – Eight tapes. Interviews conducted by A. Clive and L. Springman.
- *Veterans' Oral History Project* – 23 tapes. Interviews conducted by Sara Winstead Wilbur and Helen Kennedy Roach, 2000 and 2001.
- *Concord Oral History Project* – 185 tapes. These are primarily interviews conducted by Renee Garrellick, 1977-2006, but include others from 2008-2016.
- *Miscellaneous interviews* – 10 tapes. Interviews conducted at different times by multiple interviewers.

The Concord Free Public Library, William Munroe Special Collections seeks \$10,740.50 to fund the digitization of 341 oral history recordings, \$11,900.00 for professional services to transcribe seventy of these recordings, and \$200.00 for back-up storage, in order to preserve and make these interviews accessible, thereby increasing knowledge about Concord's historic and cultural resources.

We anticipate that this *Concord Oral History Preservation & Access Project* will span approximately three years. Phase I commenced in spring 2020, and resulted in a completed inventory and assessment of the oral history project records and holdings (Please see Appendix C). This proposal is for Phase II of the *Concord Oral History Preservation & Access Project*. Phase III will entail an overhaul of the online platform that provides access to the oral histories, and will commence sometime in 2023.

Funding from the Community Preservation Committee would permit us to contract with vendors to digitize and transcribe the remaining interviews, in preparation for making them available to the Concord community online. These steps will allow us to entirely preserve and make these invaluable resources accessible, thereby increasing knowledge about Concord's historic and cultural resources.

#### **4. CPC's SELECTION CRITERIA AND NEEDS ASSESSMENT:**

The proposed *Concord Oral History Preservation & Access Project* meets current CPA criteria under the project category of Historic Preservation, by increasing citizen knowledge about Concord's historic and cultural resources, and helps ensure that a threatened historic resource is saved. Additionally, the application supports the goals of *Envision Concord*, the town's long-range plan *Envision Concord - Bridge to 2030* adopted in 2018 which encourages education and preservation of Concord's historic and cultural resources.

## Concord Oral History Preservation & Access Project - Application for FY2023 CPA Funding

### **5. PROJECT BUDGET:**

**Total Grant period:** 07/01/2022 – 03/30/2023

**Total Project Cost** \$22,841.50

**Total CPA funding requested** \$22,841.50

#### **Budget Detail:**

Contracted Digitization Services: \$10,741.50

*Mass Productions* <https://www.massproductions.net/>

Services: For archival quality transfer to 96 khz/24 bit wave file with Mp3 access, cost of digitizing 341 tapes would be \$30.00 per tape or a total of \$10,230.00 plus a 5% contingency for possible repairs: \$511.50 (*The older tapes from the 70s and 80s, and the lower quality brands might need repairs or transplant into new shells*).

Contracted Transcription Services: \$11,900.00

*Adept Word Management* [www.adeptwordmanagement.com](http://www.adeptwordmanagement.com)

Services: Transcription of 70 audiocassette tapes (\$170 per audio hour)

Materials - Back-up storage: \$200.00

Two 4TB external hard drive (\$100.00/each)

### **6. FEASIBILITY:**

There are no foreseeable impediments to Phase II completion of the *Concord Oral History Preservation & Access Project*. The appended letter of support and commitment documents the endorsement of the project by the Town of Concord, which owns and shares administration of the Concord Oral History Collection. The appended letter of support and commitment from Acting Library Director, Caroline Nie, documents the endorsement of the project by the Concord Free Public Library, which maintains the Library's servers and website, which provide online access to the *Concord Oral History Collection*. Additional letters of support from Melissa Saalfeld, Chair, Historical Commission, Town of Concord, and Sherry Litwack, President, Concord Free Public Library Corporation, are forthcoming.

### **7. STATE OF SUSTAINABILITY:**

The results of the *Concord Oral History Preservation & Access Project* will be sustainable in all respects. From its inception, the Town of Concord has funded this program, with additional support provided by the Garrellick family, with joint oversight and administration by the Commission and the Concord Free Public Library. All transcriptions and associated documents

## Concord Oral History Preservation & Access Project - Application for FY2023 CPA Funding

are the property of the Town of Concord, housed, and made accessible in the William Munroe Special Collections, and via the website of the Concord Free Public Library.

### **8. PROJECT TIMELINE:**

- July 2022: Prepare and ship tapes to vendor for digitization.
- July-December 2022: Digitization Services completed.
- January 2023: Prepare and transmit digital files to vendor for transcription.
- January-March 2023: Transcription Services completed.

### **9. APPENDICES:**

#### **Appendix A: Concord Oral History Collection**

- <https://concordlibrary.org/special-collections/oral-history>

#### **Appendix B: Resume**

- Anke Voss, Curator, William Munroe Special Collections, CFPL

#### **Appendix C: Oral History Inventory & Assessment (16 pages)**

- *Concord Oral History Project* (9 pages)
- *Bailey Oral History Project* (2 pages)
- *Conantum Voices Oral History Project* (2 pages)
- *Concord Veterans' Oral History Project* (1 page)
- *Minuteman Home Care Corporation Oral History Project* (1 page)
- *Other Oral History Projects* (1 page)

#### **Appendix D: Vendor Estimates**

- Mass Productions
- Adept World Management

#### **Appendix E: Letters of Support**

- Sherry Litwack, President, Concord Free Public Library Corporation (forthcoming)
- Caroline Nie, Acting Director, Concord Free Public Library (attached)
- Melissa Saalfield, Chair, Historical Commission, Town of Concord (forthcoming)
- Nathaniel Smith, Municipal Archivist/Records Manager, CA, CRM, Town of Concord Clerk's Office (attached)

## Concord Oral History Preservation & Access Project - Application for FY2023 CPA Funding

### Appendix A: Concord Oral History Collection

- <https://concordlibrary.org/special-collections/oral-history>

## Concord Oral History Preservation & Access Project - Application for FY2023 CPA Funding

### Appendix B: Resume

- Anke Voss, Curator, William Munroe Special Collections, CFPL

## ANKE VOSS

The Concord Free Public Library, 129 Main Street, Concord, MA (978) 318-3342 avoss@concordma.gov

### EDUCATION:

- M.L.S., 1993, **University at Albany-SUNY**, Albany, NY.  
School of Information Science and Policy. Concentration: Archives & Preservation Management.
- M.A., History, 1989, **University of Massachusetts**, Amherst, MA.  
Fields: United States Political, Social, and Women's History.
- B.A., 1986, **University of Massachusetts**, Amherst, MA.  
Major: History

### EXPERIENCE:

#### **Curator, William Munroe Special Collection**, Concord Free Public Library, Concord, MA

October 2019 – present.

Manage the most comprehensive archive of primary and secondary source material related to Concord history, life, landscape, literature, people, and influence from 1635 to the present. Supervise Special Collections staff and manage operation, programming, and outreach to support Special Collections.

#### **Director of Archives & Special Collections**, Champaign County Historical Archives, The Urbana Free Library, Urbana, IL. October 2005 - 2019.

Responsible for managing all aspects of administration of the Champaign County Historical Archives, including appraisal, accessioning, processing, reference service, outreach and public relations events, and special projects. Supervise two full-time archives librarians, six hourly archives assistants, and several interns and practicum students. Participate in administrative decision-making for the Library as a whole, including budget development, evaluating existing services and potential new services, and updating policies and procedures.

#### **Adjunct Lecturer**, University of Illinois at Urbana-Champaign, School of Information Sciences, 2006 - present. Courses: Administration and Use of Archival Materials; Community Archives.

**Archivist/Special Collections Librarian, Assistant Professor**, Illinois Wesleyan University, Bloomington, IL, August 2000 - October 2005. Responsible for managing all aspects of administration of the Tate Archives & Special Collections, including appraisal, accessioning, processing, reference service, exhibit installation, and special projects. Supervised five or more student assistants and one full-time Project Archivist. Other duties in the library included regularly scheduled general reference service, and serving as subject liaison, including collection development and instruction, to the departments of history and foreign languages.

#### **Visiting Lecturer**, University of Illinois at Urbana-Champaign, School of Information Sciences, Fall Semester, 1999. Course: Administration and Use of Archival Materials.

**Instructor**, Eastern Illinois University, History Department, Historical Administration Program, Fall Semester, 1999. Courses: Archives Methods; Historical Editing.

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**Archivist/Preservation Officer**, Rockefeller Archive Center, Sleepy Hollow, NY, February 1996 - July 1999. Managed preservation microfilming and digitization program, including selection of materials for reformatting. Advised donors on reformatting options, negotiated with vendors, and supervised two full-time and several part-time assistants in target preparation and finished product evaluation. Assisted in developing and conducting an electronic records survey of active institutional donors. Duties as preservation officer included overseeing environmental monitoring program, disaster planning, and applying preservation techniques to archival and in-house library collection. Additional duties included responding to telephone and mail research requests, reference service, tours and presentations, and reviewing annual research grant applications.

**Adjunct Instructor**, Palmer School of Library and Information, Long Island University, Brookville, NY, Spring Semester, 1999. Course: Appraisal of Archives and Manuscripts.

**Project Archivist**, Special Collections, David Bishop Skillman Library, Lafayette College, Easton, PA, September 1994 - September 1996.

Arranged and described the Hugh Moore Dixie Cup Company Collection, and the Robert and Helen Stevenson Meyner papers, including Helen Meyner's congressional papers and former Governor Robert Meyner's personal papers. Responsibilities included preparing finding aids, creating MARC records utilizing APPM2 and AACR2, assisting in posting finding aids online, preparing and mounting exhibits, supervising student assistants, reference service, library instruction, and organizing student research projects using archival material.

**Assistant Editor**, September 1993 - August 1994;

**Research Assistant**, October 1990 - August 1993.

Margaret Sanger Papers Project, Smith College/New York University.

Assisted the selection and preparation of approximately 50,000 Sanger documents in the Sophia Smith Collection and other national and international repositories for microfilming. Responsibilities included arrangement of the collection into distinct series that would promote access for on-site researchers and form the basis of an electronic indexing system, supervising student assistants, assisting on-site researchers and responding to mail and telephone research requests.

**Intern**, State Archives and Records Administration, Albany, New York, May - July 1993.

Under the supervision of the preservation administrator, assisted in drafting an NEH grant proposal for the preservation color microfilming of the Verplanck Colvin and James Frost land surveying maps and field books, and duplication of nitrate and glass negatives. Responsible for evaluating the operation of the Legislative Bill & Veto Jackets microfilming program at SARA, and writing a procedural manual.

**Archives Intern**, Sophia Smith Collection (Women's History Archives)/College Archives, Smith College, Northampton, MA, January 1989 - August 1990. Under the supervision of the Curator and Archivist for Records, processed personal papers and organizational records, including applying preservation techniques and supervising student assistants. Under the supervision of the College Archivist surveyed and packed records. Provided reference and reader services. Assisted in preparation and mounting of exhibits. Wrote research guides.

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### WORKSHOPS/CONTINUING EDUCATION:

- Archives Leadership Institute, Berea College, June 25 - July 1, 2017.
- *Archivists and Copyright*, Midwest Archives Conference Fall Symposium, 2016.
- *Oral History, Archives, and Innovation*, Midwest Archives Conference Fall Symposium, 2014.
- *Refining the Digital Presence of the Archives*, Midwest Archives Conference Fall Symposium, 2013.
- *Mysteries of Magnetic Tape Revealed*, Midwest Archives Conference Fall Symposium, October 2011.
- *The Glenn Sheppard Management Seminar*, Decatur Illinois, Spring 2009.
- *Archival Content Management Systems*, Society of American Archivists Web Seminar, March 31, 2009.
- *Scrapbooks: Care, Preservation, and Access*, Midwest Archives Conference Fall Symposium, 2007.
- *Introduction to Genealogy*, Parkland College, Champaign, Illinois, February - March, 2006.
- *Digital Imaging Information and Grant Workshop*, Illinois State Library, Peoria, Illinois, April 15, 2005.
- *Ethical Problem Solving: When Institutions Compete for Collections*, Society of American Archivists Web Seminar, November 5, 2003.
- *EAD-Encoded Archival Description*, Society of American Archivists Workshop, May 8-9, 2003, NYC.
- Illinois Digitization Institute, University of Illinois at Urbana-Champaign, October 23-24, 2001.
- *Disaster Preparedness & Response*, Lower Hudson Conference, 26 February 1999.
- *Introduction to Encoded Archival Description*, Mid-Atlantic Regional Archives Conference, Fall 1998.
- *Introduction to MSAccess*, Marymount College, Tarrytown, NY, Fall Semester, 1998.
- *HTML & Webpage Design*, Marymount College, Tarrytown, NY, Fall Semester, 1998.
- *Conservation Environments for Museums and Libraries*, New York University, The Real Estate Institute, March 3, 1997. The one-day seminar discussed issues involved in establishing conservation environments for preservation of museum, library, and archive collections.
- *Workshop on the Use of Digital Image Technology for Preservation and Access*, Cornell University, March 1996.
- *Cataloging Archival Collections*, Pennsylvania Library Network (PALINET), June 15, 1995.
- *Acquisition, Processing, & Reference of Legislative Collections*, Society of American Archivists, September 1994.
- *Evaluating Microfilm Quality*, Northeast Document Conservation Center, May 6, 1994. Topics covered: document quality, types of cameras, standards for Archival and Print Masters, and Service Copies; finished product evaluation.
- *Institute for Editing Historical Documents*, National Historical Publications and Records Commission, Madison, Wisconsin, June 14-25, 1992. Intensive seminar in all aspects of modern documentary editing techniques.

### GRANTS & AWARDS:

- FY2018-2019 Cohort member - Community Webs (IMLS and Internet Archive) (\$6,500 + IA storage)
- FY2013 Illinois State Historical Records Advisory Board – Preservation Grant, Champaign County Historical Archives, The Urbana Free Library, “McCandless Photography Rehousing Project.” (\$1,691)

## ANKE VOSS

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- FY 2011 (with Sharon Irish and Noah Lenstra). Center for Advanced Study/MillerComm Lecture application to bring Andrew Flinn, University College London Information Studies Faculty, for guest lecture on Community Archives and Activism. (\$1,000)
- FY 2009 Illinois State Library, LSTA – Digital Imaging Grant, Champaign County Historical Archives, The Urbana Free Library, “Historic Champaign County: Neighborhoods and Homes.” (\$19,934)
- FY 2005 Illinois Wesleyan University, Humanities Series Grant. (\$1,000)
- FY 2002 Illinois State Library, Educate & Automate – Digital Imaging Grant. Illinois Wesleyan University, The Ames Library, “The Argus: Student Life in the 20th Century.” (\$10,000)
- *Theodore Calvin Pease Award*. Society of American Archivist. Award for best research paper written by a graduate student enrolled in an archival education program in North America, 1994.
- U.S. Department of Education - Fellowship in Preservation Administration, 1992 – 1993.

### PRESENTATIONS:

- Panelist, “Should It Stay Or Should It Go? Transitioning to Omeka at the Concord Free Public Library, Digital Commonwealth, May 18, 2021.
- Panelist, “Community Webs: Empowering Public Librarians to Create Community History Web Archives,” Society of American Archivists, Annual Meeting, August 14, 2018.
- Panelist: “Cross Pollination: Genealogy in Public Library Special Collections,” Society of American Archivists Annual Meeting, August 6, 2016.
- Panelist, “Lean In: Archival Management and the Gender Dynamics of Leadership,” Society of American Archivists, Annual Meeting, August 14, 2014.
- Panelist, “75 Years of International Women's Collecting: Legacies, Successes, Obstacles, and New Directions,” Society of American Archivists, Annual Meeting, August 27, 2011.
- Panelist, “Coming Down from the Clouds: Perspectives on Archivists and Ethics, Midwest Archives Conference, St. Louis, MI, May 2, 2009.
- Panelist, “What is a Progressive Librarian?” Progressive Librarians Guild, University of Illinois at Urbana-Champaign, April 16, 2008.
- Panelist, The Community Informatics Initiative (CII) Speaker Series. “Shaping a Curriculum in Community Informatics: Contributions in Archive Preservation and Youth Media,” March 12, 2008.

## **ANKE VOSS**

The Concord Free Public Library, 129 Main Street, Concord, MA (978) 318-3342 avoss@concordma.gov

- Session Moderator, "Fundamental Change: Three Early SAA Feminist Leaders Reflect on the Profession's Past and Present Challenges," Society of American Archivists, Annual Meeting, Chicago, IL, August 31, 2007.
- Session Presenter, "Pizza and Root Beer: Students Documenting Their Culture and Community," Mid-Atlantic Archives Conference, Spring meeting, Columbus Ohio, May 4, 2007.
- Workshop Instructor, "Managing Student Assistants," Midwest Archives Conference, Fall meeting, October 1, 2005.
- Session Chair, "Her Story: Trends in Women's Archives," Society of American Archivists, Annual Meeting, New Orleans, LA, August 18, 2005.
- Guest Lecturer, Course: Introduction to Archives & Manuscripts, Topic: Preservation Management, Salem State College, Salem, MA, Spring Semester, 1998.
- "John D. Rockefeller, Jr. and the Van Tassel Apartments of Sleepy Hollow." Presentation to the Sleepy Hollow Society Annual Meeting, Ossining, NY, June 7, 1997.
- "Implications of Digital Access," Program Session Chair, Mid-Atlantic Archives Conference, November 1996.

## **PUBLICATIONS:**

- "Concord on the Eve of War," *Discover Concord*, Fall 2021.
- Tanya Zanish-Belcher and Anke Voss, Editors, *Perspectives on Women's Archives: A Reader*. Society of American Archivists, 2013.
- Marcia Thomas and Anke Voss, Compilers, *Emergency Response Planning in College Libraries*, CLIP Note #40. Association of College & Research Libraries, A Division of the American Library Association, Chicago, 2009.
- "It's All Pixels in the Archives: Transforming the Archives in the Digital Age." *ILA Reporter*, December 2008.
- Contributing Author, *A Century of Growth: The Urbana Park District's First 100 Years* (UPD, 2007).
- "Selected Guide to Resources for Mold," *MAC Newsletter*, vol 32, Number 2, October 2004.

## ANKE VOSS

The Concord Free Public Library, 129 Main Street, Concord, MA (978) 318-3342 avoss@concordma.gov

- "Caring for Pueblo Pottery in Archives: Not features in an MLS program near you....," Vol 31, No.2 *MAC Newsletter*, October 2003.
- Book Review, *Provenance, Journal of the Georgia Archivists, Protecting Your Library's Digital Sources*, by Miriam B. Kahn (2004), 2005.
- Book Review, *Provenance, Journal of the Georgia Archivists, Editing Historical Documents*, by Michael Stevens and Steven Burg (1997), 1998.
- "The Selling of the Paper Cup: Hugh Moore and the Dixie Cup." 15th Annual Canal History and Technology Symposium, Easton PA, March 1996, *Canal History and Technology Proceedings* (15).
- "Dixie Cup Company Collection at Lafayette College," *Pennotes*, Bulletin of the Pennsylvania State Archives, Volume 9, Number 1, 1995.
- Assistant Editor, *The Margaret Sanger Papers. Documents from the Sophia Smith Collection and college archives, Smith College* (Series 2). Bethesda, MD: University Publications of America, 1994. 83 microfilm reels; guide.
- "No Documents - No History: Mary Ritter Beard and the Early History of Women's Archives," *American Archivist*, Volume 58 (Winter 1995).

### PROFESSIONAL SERVICE & AFFILIATIONS:

Midwest Archives Conference: Member (1999 - present): Council (elected), 2016 - 2019; Co-Chair, Organizing Committee, Fall Symposium, 2014; Chair, Nominating Committee (appointed), 2012 - 2013; Treasurer (elected), 2010 - 2012; Public Information Officer (appointed), 2008 - 2010; Co-Chair, Organizing Committee, Fall Symposium, Bloomfield Hills, Michigan, October 12-13, 2007; Co-Chair, Local Arrangements Committee, Spring 2006; Nominating Committee (Elected), 2005 - 2006; Co-chair, Program Committee, Fall 2004.

*Society of American Archivists*: Member, 1994 - present; Steering Committee, 2016 - 2017, Chair, 2015-2016, Vice-Chair/Chair-Elect, Manuscript Repositories Section, 2014 - 2015; Chair, Public Library/Special Collections and Archives Roundtable, 2013 - 2014; Steering Committee member, Manuscript Repositories Section, 2010 - 2012; Co-Chair, Women's Collection Roundtable, 2006 - 2007; Steering Committee member, College & University Section; 2005-2007; Preservation Section: Education Committee Co-chair, 1997-1999; Editor, *Infinity*, Preservation Section Newsletter, 1997 - 2000, Co-Chair, Preservation Section, Publications Committee, 2000 - 2002. Chair-Elect, Preservation Section, 2001.

*Mid-Atlantic Regional Archives Conference*: Member, 1996 - 2000, 2019 - present; Program Committee, Fall 1999 Meeting; Local Arrangement Committee, Spring 1998 Meeting; Program Committee, Fall 1996 Meeting; Nominations and Elections Committee, 1997-1998.

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*New England Archivists*: Member, 2019 – present.

*New York Archivists Round Table*: Member, 1996 - 2000; Awards Nominating Committee, 1998.

Editor, *Illinois Mennonite Heritage Quarterly*, 2003 - 2005; Interim Editor, 2002 - 2003.

Manuscript Reviewer, *The American Archivist*.

Reviewer, *National Historical Publications and Records Commission*, NHPRC.

Reviewer, *Division of Preservation and Access, National Endowment for the Humanities*.

Reviewer, *Community Informatics Initiative, Seed Fund Grants, Graduate School of Library and Information Science, University of Illinois*.

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Concord Oral History Project

NAME	DATE	MP3-PLAY	TYPE	TRANSCRIPT	DIGITIZED
Abbott, Mary Ogden	1978	MP3	CASSETTE	Y	Y
Abbott, Mary Ogden	0	None	N	Y	TO
Alden, Peter	2009	MP3	CD	Y	Y
Alexander, Jim	1993	MP3	CASSETTE	Y	Y
Anderson, Esther Howe	1980	None	N/A	Y	TO
Anderson, Mary	2016	MP3	CD	Y	Y
Anthony, Barbara	2011	MP3	N/A	Y	Y
Anthony, Reed	2011	MP3	N/A	Y	Y
Arena, Nat	2003	MP3	Cassette	Y	Y
Armenti, Amedeo "Al"	2001	MP3	Cassette (2	Y	Y
Atkins, Chet	1993	MP3	Cassette	Y	Y
Babcock, Elizabeth D.	1977	MP3	Cassette	Y	Y
Bailey, Edith	1977	MP3	Cassette	Y	Y
Baker, Laurie	2016	MP3	CD	Y	Y
Barney, Rev. David	2001	MP3	Cassette	Y	Y
Beecher, Norman	2005	MP3	Cassette (2	Y	Y
Bell, Gordon	2011	MP3		Y	Y
Bemis, John	2006	MP3	Cassette	Y	Y
Benincasa, Philip	1981	Cassette	Cassette	Y	N
Benincasa, Philip	2002	MP3	Cassette	Y	Y
Benson, C. Sanfred	1983	Cassette	Cassette	Y	N
Bier, Deborah	2008	MP3	CD (2)	Y	Y
Blancke, Shirley	2010	MP3		Y	Y
Blodgett, Tim and Becky	2015	MP3	CD (2)	Y	Y
Board of Selectmen Meeting, 1996	1996	Cassette	Cassette	Y	N
Boardman, Dr. Donnell	1988	MP3	Cassette (3	Y	Y
Booth, Court	2015	MP3		Y	Y
Bordman, John	2003	MP3	Cassette (2	Y	Y
Boynton, Nick	2009	MP3	CD	Y	Y
Brace, Peggy	2015	MP3	CD	Y	Y
Bregoli, Dalgo and Velina	1981	MP3	Cassette	Y	Y
Broderick, Ellen Towler	1988	None		Y	TO
Broderick, Ellen "Nelly" Towler	1992	MP3	Cassette	Y	Y
Brooke, Peter	1994	MP3	Cassette	Y	Y
Brown, Mary Powers	2000	MP3	Cassette	Y	Y
Browne, Pierce	2003	MP3	Cassette	Y	Y
Bulger, William	1977	MP3	Cassette	Y	Y
Bulger, William	1979	MP3		?	?
Burke, Gerard J.	2005	MP3	Cassette	Y	Y
Butman, Robert and Olive (Oggie)	1992	MP3	Cassette	Y	Y
Buttrick, Stedman	1997	MP3	Cassette	Y	Y
Byron, Charles	1977	MP3	Cassette	Y	Y
Cabot, Harold and Adeline	1977	MP3	Cassette	Y	Y
Cahoon, Harold	1977	MP3	Cassette	Y	Y

Cardaropoli, Fred	1988	None		Y	?
Carr, Arthur and Bob (with Nancy and C	2004	MP3	Cassette	Y	Y
Carter, Robert with Anna Manion	1992	MP3	Cassette	Y	Y
Carter, Robert	2010	MP3	CD (3)	Y	Y
Carter, Winifred and Robert	1980	MP3	Cassette	Y	Y
Cemetery Committee	1997	Cassette	Cassette	Y	N
Chapin, Sarah	2009	CD	CD	N	Y
Chase, Harold	1977	MP3	Cassette	Y	Y
Clark, Gladys	Undate	None		Y	TO
Clark, Gladys	Undate	None	Cassette?	Y	TO
Clark, Gladys	1977	MP3	Cassette	N	Y
Clark, Gladys	1979	MP3	Cassette	Y	Y
Clark, Gladys	1981	MP3	Cassette	Y	Y
Clark, Gladys	1981	MP3	Cassette	Y	Y
Clark, Gladys	1982			?	?
Clarkson, John	1986	MP3		Y	Y
Closser, Jay	2000	MP3	Cassette	Y	Y
Clymer, Jack	2014	MP3		Y	Y
Cole, Geoffrey	1995	MP3	Cassette	Y	Y
Cole, Geoffrey	2001	MP3	Cassette	Y	Y
Coles, Dr. Robert	1992	MP3	Cassette	Y	Y
Coles, Dr. Robert	[1995?]		Cassette	Y	N
Comeau, Charles	1977	MP3	Cassette	Y	Y
Conantum Neighborhood	1986			Y	?
Concord Clergy-Laity Group		Cassette		?	?
Concord Farming	1987	Transcription		Y	?
Concord Fire Department	2002	Cassette	Cassette	Y	N
Concord High School Class of 1945	1995	Cassette	Cassette	Y	N
Concord High School Class of 1954	2004	MP3	Cassette	Y	Y
Concord Independent Battery 1804-200	2004	MP3	Cassette (2	Y	Y
Concord Municipal Light Plant	1989	Cassette	Cassette (2	Y	NN
Concord Municipal Light Plant	1998	Cassette		Y	N
Concord Prison Outreach, 1999	1999	MP3	Cassette	Y	Y
Concord Prison Outreach, 2004	2004	MP3	Cassette	Y	Y
Concord Rod & Gun Club, Sept. 29, 201	2010	Part 1	CD (2)	Y	Y
		Part 2			Y
Concord Rod & Gun Club, September 31	2010	Part 1	Cd (2)	Y	Y
		Part 2			Y
Concord Rotary Club	2005	MP3	Cassette	Y	Y
Condon, Jim	2002	MP3	Cassette	Y	Y
Cook, Helen	2014	MP3	CD	Y	Y
Crocker, Mary	2006	MP3	CD (2)	Y	Y
Damon, Florence M.	1977	MP3	Cassette	Y	Y
Damon, Richard	1990	MP3	Cassette	Y	Y
Davis, Katherine (Kay)	1978	MP3	Cassette	Y	Y
Davis, Dr. William	1979	None		Y	TO
Day, Barbara and Frederic "Lanny"	1997	MP3	Cassette	Y	Y

"Days of Remembrance" - Holocaust M	1988	MP3		Y	Y
"Days of Remembrance" - Holocaust M	1996	MP3	Cassette	Y	Y
"Days of Remembrance" - Holocaust M	1997			?	?
Dedication and Beginings of Kerem Sha	1992	Cassette	Cassette	Y	N
Dee, Charles	1982	MP3	Cassette	Y	Y
Dee, Charles	1991	MP3	Cassette	Y	Y
Dee, Charles	[1991?]			Y	?
Dee, Joseph	1978	MP3	Cassette	Y	Y
Development of the Riverdale/Southfie	2002	Cassette	Cassette	Y	N
DiCicco, Elaine	1998	MP3	Cassette	Y	Y
DiCicco, Elaine	2001			Y	?
DiGiovanni, Guy P.	2003	MP3	Cassette	Y	Y
Dillon, Tom	1990	MP3	Cassette	Y	Y
Domar, Carola	1998	MP3	Cassette	Y	Y
Dopazo, Elizabeth	2000	MP3	Cassette	Y	Y
Drinker, Ruth Brooks and Marie Goodin	2003	MP3	Cassette	Y	Y
Dupont, Kevin Paul	2016	MP3		Y	Y
Dwyer, Carol	2008	MP3	CD	Y	Y
Edgarton, Charles (Chick)	1977	MP3	Cassette	Y	Y
Edgerton, Bill	2006	MP3	CD	Y	Y
Edmonds, Walter	1980	MP3	Cassette	Y	Y
Eliot, Abigail	1979	MP3	Cassette	Y	Y
Ellis, Maude	1980	MP3	Cassette	Y	Y
Emerson, Kristin Anderson	2014	MP3		Y	Y
Emerson, Kristin Anderson	2016	MP3	CD	Y	Y
Everett, Robert	1995	Cassette	Cassette	Y	Y
Farming in the East Quarter	[n.d.]			?	?
Favorito, Corina V.	2013	MP3	CD(2)	Y	Y
Favorito, O. Mario	2013	MP3	CD	Y	Y
Feehan, Faustin	1993	MP3	Cassette (2	Y	Y
Fenn, Mary	1979	Cassette	Cassette	N	N
Fenn, Roger & Eleanor	1977	MP3	Cassette	Y	Y
Fenn, Roger	1977			Y	?
Fenn, Roger	1979	Cassette		Y	?
Ferran, Archibald "Archie"	1977	MP3		Y	Y
Filipov, Loretta	2002	MP3	Cassette	Y	Y
Filipov, Loretta and Rev. John Lombard	2006	CD	CD	Y	Y
Finder, Rena	1996	Cassette	Cassette	Y	N
Finigan, John	1989	MP3	Cassette	Y	Y
Fitch, Stona	2013	MP3	CD	Y	Y
Fleming, Father Austin	2001	MP3	Cassette	Y	Y
Fleming, Father Austin	2005	MP3	Cassette	Y	Y
Flora, Kate	2014	MP3		Y	Y
Florio, Teto	1986	MP3	Cassette	N	Y
Forbes, Maynard	1987			Y	?
Forbes, Maynard	2000	MP3	Cassette	Y	Y
Forbes Family	1993	MP3	Cassette	Y	Y

Forgiveness and Reconciliation	2003	Cassette (2	Cassette	Y	NN
Forrester, Dr. Jay	1994	Cassette	Cassette	Y	N
Gage, D. Ripley, Mrs.	1978	Cassette	Cassette	N	N
Garrellick, Daniel	1996	Cassette	Cassette	Y	N
Gerut, Rosalie	1993			Y	N
Gillespie, Ian	1999	Cassette	Cassette	Y	N
Giurleo, Dan & Rosemary	2006	Cassette	Cassette	Y	NN
Goodwin, Doris Kearns	1989	Cassette	Cassette	Y	N
Goodwin, Doris Kearns	1994	Cassette	Cassette	Y	N
Goodwin, Michael	2013	MP3	CD	Y	Y
		Part 2			Y
Goodwin, Richard	1988	?		?	?
Goodwin, Richard	1999	Cassette	Cassette	Y	N
Gordon, Jayne	2009	MP3	CD	Y	Y
Greeley, Dana McLean, Rev.	1982	Cassette	Cassette	Y	N
Hagerty, Gertrude and Gladys Cull	1978	Cassette	Cassette	Y	N
Ham, Phebe	1989	Cassette	Cassette	Y	N
Ham, Phebe	1990	Cassette	Cassette	Y	N
Ham, Phebe	2005	Cassette	Cassette	Y	N
Hay, Carl Joseph	1979	Cassette	Cassette	Y	N
Hayes, Tom	2005	Cassette	Cassette	Y	N
Hemenway, Ralph	1983	Cassette	Cassette	Y	N
Higgins, Barry and Dorothy "Dot"	1994	MP3	Cassette	Y	N
Hills, Lou	2005	Cassette	Cassette	Y	N
Hindle, Sarah and Win	2015	MP3		Y	Y
Holcomb, Robert	2001	Cassette	Cassette	Y	N
Holden, Hollis	2004	Cassette	Cassette	Y	N
Holmes, Dr. Jack	1988	Cassette	Cassette	Y	N
Holocaust Memorial Observance collec	1988		Cassette	Y	?
	1993			Y	N
	1996			?	?
	2005			?	?
Hsu, J. T.	2010	MP3	CD	Y	Y
		Part 2	CD		Y
Hudner, Jr., Thomas	1990	MP3	Cassette	Y	Y
Hudson, Rev. John	2001	Cassette	Cassette	Y	N
Ishihara, Jiro and Tama	1988	Cassette	Cassette	Y	N
Ishihara, Jiro and Tama	1991	Cassette	Cassette	Y	N
Jalan, Radha	2011	MP3		Y	Y
		Part 2			
Jarnagin, Bill	2001	Cassette	Cassette	Y	N
Johnston, Dr. Reginald Fulton	1978	Cassette	Cassette	Y	N
Joslin, Elmer	1977	Cassette	Cassette	Y	N
Joslin, Elmer	1979	Cassette		Y	?
Joyce, Kristina	2015	MP3		Y	Y
Kalinowski, Ken	2004	Cassette	Cassette	Y	N
Kennedy, Elsie	1977	Cassette	Cassette	Y	N

Kenny, Lawrence	[n.d.]				?
Kenney, Lawrence	1977			Y	?
Kenney, Phillip	1979	Cassette	Cassette	Y	N
Kent, Helen Root	1982	Cassette	Cassette	Y	N
Keyes, Jay and Judy	2003	Cassette	Cassette	Y	N
Kidder, George	1991	Cassette	Cassette	Y	N
Koch, Carl	1992	Cassette	Cassette	Y	N
Kruszkowski, Richard and Carrie Flood	1998	Cassette	Cassette	Y	N
Kussin, Louisa Alcott Pratt	1980	Cassette	Cassette	Y	N
Kussin, William F.	1997	Cassette	Cassette	Y	N
Lambert, John and Althea	1977	Cassette	Cassette	Y	N
Landini, Paul	2000	Cassette	Cassette	Y	N
Latham, Dr. Virginia	2001	Cassette	Cassette	Y	N
Lawrence, Connie Martinsen	1992	Cassette	Cassette	Y	N
Lawrence, Mary C.	2015	MP3		Y	Y
Lawrence, Gilbert	1995	Cassette	Cassette	Y	N
Lawrence, Joe	1992	Cassette		?	?
Leach, Brad	1992	Cassette	Cassette	Y	N
League of Women Voters	2000	Cassette (2	Cassette	Y	NN
Lee, Barbara B.	1986			Y	?
Lee, Barbara and Winthrop	1993	Cassette	Cassette	Y	N
Leighton, Marguerite	1981			Y	?
Levy, Norton	1990	Cassette	Cassette	Y	N
Lightman, Alan and Jean Lightman	2003	Cassette	Cassette	Y	N
Lilien, Elliott	2003	Cassette	Cassette	Y	N
Lilien, Elliott	2003	Cassette	Cassette	Y	N
Little, David	1977	Cassette	Cassette	Y	N
Little, David	?	Cassette	Cassette	N	N
Little, David	1989	Cassette	Cassette	Y	N
Little, David	1994	Cassette	Cassette	Y	N
Litwack, Sherry F.	2016	MP3	CD	Y	Y
		Part 2	CD		Y
Logalbo, Tony	2014	MP3	CD	Y	Y
Lombard, Rev. Dr. John	2001	Cassette	Cassette	Y	N
Lombard, Rev. Dr. John	2002	Cassette	Cassette	Y	N
Lombard, Rev. Dr. John	2006	Cassette	?	Y	?
Lombard, Rev. Dr. John and Loretta Filij	2006	CD	?	Y	Y
Lorenz, Jack	2006	Cassette	Cassette	Y	N
Loughlin, Jr., Richard	1987	Cassette	Cassette	Y	N
Lovejoy, Fred, Dr.	2014	MP3	CD	Y	Y
Lowell, Elizabeth Shurcliffe	2001	Cassette	Cassette	Y	N
Lovis, Peter	2013	MP3		Y	Y
Loynd, Dick	2014	MP3	CD	Y	Y
		Part 2			Y
Luckens, Rabbi Michael	1992	Cassette			N
Macadam, David, Rev.	2001	Cassette	Cassette	Y	N
Macone, Anna	1979	Cassette	Cassette	Y	N

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Macone, Paul, Lt.	2002	Cassette		Y	N
Macone, Ralph (Peanut)	1977	Cassette	Cassette	Y	N
MacWilliams, C. Waldo "Brick"	1983	Cassette	Cassette	Y	N
Magee, John	1996	Cassette	Cassette	Y	N
Magurn, Francis & Pat Carey	1997	Cassette	Cassette	Y	N
Manion, Anna	1977	Cassette	Cassette	Y	N
Manion, Anna	1992	MP3		Y	Y
Mara, Mark	1977	Cassette	Cassette	Y	N
Marden, Anne	2016	MP3	CD	Y	Y
		Part 2			Y
Marshall, Richard and Diane	2005	Cassette	Cassette	Y	N
Marx, Michael	2016	MP3	CD	Y	Y
Massar, Ivan	2013	MP3		N	Y
		Part 2			Y
Matthews, George	1996	Cassette	Cassette	Y	N
Mattison, William "Jack"	1997	Cassette	Cassette	Y	N
MBTA-West Concord Depot, Exerpts fr	1988				?
McCouch, Gordon	1995	Cassette	Cassette	Y	N
McCune, William	1996	Cassette	Cassette	Y	N
McEleney, John	2005	?	?	?	?
McHugh, John and Terry	1980		Cassette	N	N
McHugh, Terence and John	1977	Cassette	Cassette	Y	N
McPhillips, David	2003	Cassette	Cassette	Y	N
McWalter, David	1997	Cassette	Cassette	Y	N
McWalter, Robert	1985	Cassette	Cassette	N	N
McWalter, Robert	2003	Cassette	Cassette	Y	N
Millbrook, Preservation of the	2000	Cassette	Cassette	Y	N
Miller, Marian	1977	Cassette	Cassette	Y	N
Miller, Marian	[1977?]			Y	?
Minty, Jr., John R.	2008	MP3	CD	Y	Y
		Part 2	CD		Y
Minute Man National Historical Park	1999	Cassette	Cassette	Y	N
Minuteman Statue (Replication of)	1992	Cassette	Cassette	Y	N
Monahan, Dan	1998	Cassette	Cassette	Y	N
Morrison, Rev. Guy	1998	Cassette	Cassette	Y	N
Moulton, Francis "Pat"	1992	Cassette	Cassette	Y	N
Murray, Father John	2001	Cassette	Cassette	Y	N
Nanae, Japan, Delegation to	1997	Cassette	Cassette	Y	N
Newbury, Anne & Egbert	1979	Cassette	Cassette	Y	N
Ken O'Donnell	2011	MP3		Y	Y
		Part 2			Y
Old, Dr. Bruce	1993	Cassette	Cassette	Y	N
Olsen, Ken	1997	Cassette	Cassette	Y	N
O'Neil, Richard	1987	?		Y	?
Orkin, Leonard and Nat Arkin	1998	MP3	Cassette	Y	Y
Orlando, Peter	1994	Cassette	Cassette	Y	N
Ostborg, John and Leif Nashe	[1977?]	Cassette	Cassette	Y	N

Our Lady of Help of Christians Church, C	2004	Cassette	Cassette	Y	N
Palumbo, Frank	1993	Cassette	Cassette	Y	N
Palumbo, Joe	2005	Cassette	Cassette	Y	N
Perry, Edward N. (Ned)	2013	MP3	CD	Y	Y
Persian Gulf War	1997			Y	N
Phalon, Philip	1996	Cassette	Cassette	Y	N
Pickard, Elizabeth	1981	?		Y	?
Plume, Ilse	2013	MP3	CD	Y	Y
		Part 2	CD		Y
		Part 3			Y
Powell, Barbara	2009	MP3	CD	Y	Y
Powers, James	1980	Cassette	Cassette	Y	N
Pratt, Louise Der	1980	Cassette	Cassette	N	N
Prentiss, Donald	2011	MP3		Y	Y
		Part 2			Y
Pulis Family (three generations)	1999	Cassette	Cassette	Y	N
Purcell, Dr. Elmer	1988	Cassette	Cassette	Y	N
Purcell, Rebecca	2015	MP3	CD	Y	Y
Rankin, Jenny, Rev.	2010	MP3	CD	Y	Y
Re-entry and Integration of Prisoners to	1986	Cassette			?
Richardson, Laurence Eaton	1978	Cassette	Cassette	Y	N
Rivers and Revolutions	2013	Part 1		Y	Y
		Part 2		Y	Y
Robb, Russell	2015	MP3		Y	Y
Robinson, Gordon	1986	Cassette	Cassette	Y	N
Robinson, Gordon	1992	Cassette	Cassette	Y	N
Rohan, Martha and Shirley	2015	MP3	CD	Y	Y
Rothermel, Terry W.	2013	Part 1		Y	Y
		Part 2			Y
Rubinstein, Joseph	1986			Y	?
Russell, Dr. Alden	1978	Cassette	Cassette	Y	N
Ryan, Richard	1995	Cassette	Cassette	Y	N
Ryan, Thomas William	1980	?		Y	?
Saalfield, Melissa	2009	MP3	CD	Y	Y
Sack, Daniel J.	2008	MP3	CD	Y	Y
Sanford, Sally	2016	MP3	CD	Y	Y
		Part 2			Y
		Part 3			Y
Schevill, Barbara Lawrence	1995	Cassette	Cassette	Y	N
Scimone, Antonio	1977	Cassette	Cassette	Y	N
Scimone, Frank & Angelina	2005	Cassette	Cassette	Y	N
Scott, Thomas	1998	Cassette	Cassette	Y	N
Seeing the Statue of Liberty for the First	1986			Y	?
Shaw, Gordon Hutchins	1992	Cassette	Cassette	Y	N
Shaw, John	2006	CD	CD (2)	Y	Y
Shaw, Jr., Mrs. Walter (Helen)	1977	Cassette		Y	N
Shaw, Thomas Mott, Estate	1988	?		Y	?

Silva, Mary and Joe	1990	Cassette	Cassette	Y	N
Simonds, Marshall and Kate	1999	?		Y	?
Smith, Benjamin Lincoln	1978	Cassette	Cassette	Y	N
Smith, Eric Parkman	1999	Cassette	Cassette	Y	N
Smith, Farnham W.	1979	Cassette	Cassette	Y	N
Smith, Gary, Rev.	2001	Cassette	Cassette	Y	N
Smith, Maude	1997	Cassette	Cassette	Y	N
Smith, Whitney S.	1980	Cassette	Cassette	Y	N
Soberg, Howard	2006	CD	CD (2)	Y	N
Soberg, Thelma Hansen	1984			?	?
Soberg, Thelma and Lillian Vaccarello	2002	Cassette	Cassette	Y	N
Sosman, Justice Martha	2004	Cassette	Cassette	Y	N
Soutter, Mary	1994	Cassette	Cassette	Y	N
Spaulding, Richard	2006	CD	CD	Y	Y
Stanley, Marian	1996	Cassette	Cassette	Y	N
Stark, Debra	2013	MP3		Y	Y
Stephens, David	2014	MP3	CD	Y	Y
Stevenson, Arthur	1988	Cassette	Cassette	Y	N
Stevenson, Arthur	2000	Cassette	Cassette	Y	N
Stott, Lucille	2014	MP3		Y	Y
Strawberries and Streetcars	1979	Cassette (2	Cassette	N	NN
Strawberries and Streetcars	1979	Cassette (2	Cassette	N	NN
SuAsCo	1999	MP3	Cassette	Y	Y
Suter, Philip	[2002]	Cassette	Cassette	Y	N
Sweeney, Charles W., Major General		Cassette	Cassette	Y	N
Thompson, Helen	1977	Cassette	Cassette	Y	N
Thoren, John	1978	Cassette	Cassette	Y	N
Thornton, Marion	2008	MP3	CD	Y	Y
Thurston, William	1993	Cassette	Cassette	Y	N
Tombeno, Thomas	1981	Cassette	Cassette	Y	N
Towler, Bill	ca. 197	?		Y	?
Town Government	1986			Y	NNN
Tucker, Virginia and Dr. E.W. "Brud"	1992	Cassette (2	Cassette (2	Y	NN
Tunncliffe, Edward, IV, "Ted"	2003	Cassette	Cassette	Y	N
Turnquist, Jan	2009	MP3	CD	Y	Y
Valliant, Henry	2013	MP3		Y	Y
Valliant, Janet	2013	MP3		Y	Y
Vanderhoof, Parker & Scott	2004	Cassette	Cassette	Y	N
Verrill, Amy and Floyd	1981	Cassette	Cassette	Y	N
Verrill, Stephen	1990	Cassette	Cassette	Y	N
Verrill, Stephen	2006	Cassette	Cassette	N	N
Visitors Center	2002	Cassette	Cassette	Y	N
Wagner, Edna	1992	Cassette	?	N	?
Waksman, Peter	2010	MP3	CD	Y	Y
Walden Breezes	1995	Cassette	Cassette	Y	N
Walden Pond Remembered	1987	Cassette	Cassette	Y	N
Walker, Frances and George	1980	Cassette	Cassette	Y	N

Walpole, Judy	2009 <b>MP3</b>	CD	Y	Y
Wanzer, Dr. Sidney	1988 <b>Cassette</b>	Cassette	Y	N
Wedge, Jerry	2016 <b>CD/Wav</b>	CD	Y	Y
Weeks, JR., Sinclair	1996 <b>Cassette</b>	Cassette	Y	N
Weitz, Sonia	1995 <b>Cassette</b>	Cassette	Y	N
Wells, Elsie Derby	1979 <b>Cassette</b>	Cassette	Y	N
West Concord Womens Club	1987 <b>Cassette</b>	Cassette	Y	N
Wetherbee, Sr., Leonard and Wetherbe	2000 <b>Cassette</b>	Cassette	Y	N
Wheeler, Barbara	2015 <b>MP3</b>		Y	Y
Wheeler, Fred with Candace Wheeler	2010 <b>CD</b>	CD		Y
Wheeler, Fred with David Adams	2010 <b>CD</b>	CD		Y
Wheeler, Fred and Wheeler, Alice	2001 <b>CD</b>	CD		Y
Wheeler, Joseph Coolidge	1995 <b>Cassette</b>	Cassette	Y	N
Wheeler, Joseph Coolidge	2008 <b>MP3</b>	CD	Y	Y
Wheeler, Marian H. & Russell W.	1977 <b>Cassette</b>	Cassette	Y	N
Wheeler, Marian	2003 <b>Cassette</b>	Cassette	Y	N
Wheeler, Richard W.	2009 <b>MP3</b>	CD	Y	Y
Wheeler, Marian	2005 <b>Cassette</b>	Cassette	Y	N
Wheeler, Marian	2010 <b>MP3</b>	MP3	Y	Y
Wilayto, Henry	1991 <b>MP3</b>	Cassette	Y	N
Wilbur, Sara Winstead	2009 <b>MP3</b>	CD	Y	Y
Williams, Astrid	2014 <b>MP3</b>	CD	Y	Y
Willette, Kenneth	2008 <b>MP3</b>	CD	Y	Y
Willie, Charles	1989 <b>Cassette</b>	Cassette	Y	N
Willie, Charles	1989 <b>Cassette</b>	Cassette	Y	N
Wilkins, Herbert P.	1990 <b>Cassette</b>	Cassette	Y	N
Wilmot, Marion Hudson	Undate <b>Cassette</b>	Cassette	N	N
Winchell, Dr. Gordon	1988 <b>Cassette</b>	Cassette	N	N
Wood, Cynthia	2013 <b>MP3</b>	CD	Y	Y
Wood, David	2009 <b>MP3</b>	CD	Y	Y
Yans, Frank	2005 <b>Cassette</b>	Cassette	Y	N
Music of World War II	Undate <b>Cassette</b>	Cassette	Y	N

13 transcripts 191 tapes

Bailey Oral History Project - Concord Immigrant Families

Name	Date	Digitized	Transcript	Number of
Thorpe, Everett Conrad	1-Sep-84	N	Y	
Benson, Sammy	27-Apr-85	N	Y	
Mongstad, Ola and Ellen	26-Aug-86	N	Y	
Christiansen, Edith Hansen and Soberg, Thelma I	22-Aug-84	N	N	
Nashe, Leif	20-Feb-84	N	Y	
Petersen, Alice	22-Aug-87	N	Y	
Nelson, Agnes and Nelson, Nellie	22-Aug-84	N	Y	
Olsen, Oscar and Olga (Hoff)	27-Aug-86	N	Y	
Edwardsen, Edwin	4/11/1985; March 11,	N	Y	3
Benson, Sammy; Benson, Sanford; Petersen, Ricl	29-Apr-85	N	N	
Andersen, Krist	9-Dec-82	N	Y	
Lawrence, Cornelia Martinsen, and Murphy, Clar	18-Apr-85	N	Y	
Jorgensen, Knute	18-Feb-85	N	N	
Peterson, Herbert (Pete	6-Sep-84	N	N	
Heggelund, Louise Peterson	28-Oct-87	N	N	2
Anderson, Julia Andersen	7-Mar-85	N	N	
MacLeod, A. Robert	26-Aug-86	N	N	
Melisi, Pasquale and Giordana	12-Jul-84	N	N	
DiCicco, Elaine, Romeo and Mrs.	19-Oct-82	N	Y	
Melanson, Marguerite Moreau	31-Jul-84	N	N	
Lombardo, Michel and Carmella	9-Jul-84	N	Y	2
Bartolomeo Family	14-Jul-84	N	N	
Venti, Louis	8-Sep-82	N	N	
Rotundo, Pasquale and Anna (Donato) with Fran	13-Jan-85	N	N	
Scimone, Domenica	15-Oct-84	N	N	
Inferrera, Angelo	13-Jan-85	N	N	2
McGrath, Thomas	6-Mar-85	N	N	
Dalton, Mary Sheehan; Sheehan, Edward; Mara,	12-Dec-82	N	N	
Coyne, Sabina	26-Apr-85	N	N	
Hayes, Joseph	1-Oct-84	N	N	
McHugh, May (Fletcher) and McHugh Terence	26-Apr-85	N	N	
McHugh, Terrence and John	15-Feb-82	N	N	
Finigan, John B.	4-Mar-85	N	N	2
Hargrove, Alice Burke and Burke, Gerald (and sp	13-Feb-85	N	N	
McWalter, Robert	13-Feb-85	N	N	2
Connanton, Mary	4-Feb-85	N	N	2
Ryan, Madeline	2-Jan-87	N	N	
Carey, Patsy	10-Aug-86	N	N	
Hagerty, Gertrude and Margaret	14-Sep-86	N	N	
Bulger, Bill and Sean	4-Dec-86	N	N	
Chisholm, Jack and Rose	31-May-85	N	N	
Kelley, Joanna and Powers, James	8-Apr-82	N	N	
MacWilliams, Waldo	Undated	N	N	(Part II) - Pa
Fritz, Bernard and Cohen, Lillian Fritz	15-Aug-86	N	N	

Rosenfeld, Larry and Ruth		12-Oct-82	N	N
Israel, Ida Jacobs		6-Dec-82	N	N
Macone, John		26-Nov-82	N	N
Willie, Charles		1-Oct-82	N	N
Jones, Edward and Regina		4-Oct-82	N	N
Evans, Peggy		30-Dec-82	N	N
Comeau, Charles		30-Dec-82	N	N
Babcock, Elizabeth Darling		30-Dec-82	N	N
Clark, Gladys		14-Jun-82	N	N
Diepto, Tom		28-Dec-82	N	N
What is a Concordian		12-Jan-83	N	N
When the Irish Came to Concord		2-Feb-83	N	N
History Conference - Concord Academy/CCHS	Undated		N	N
Class on Abolition		Dec-86	N	N
Southwest Factories ?)		31-May-05	N	N
Herbert Day	Undated		N	N
			69 tapes	48 transcripts

Conantum Voices Oral History Project

Name	Date	Cassette #	Transcript	Digitized
Christine Bartlett	8/17/2000	22	Y	N
Bill and Katie Barton	1/1/2001	32	Y	N
Trudy Biernson	8/7/2000	19	Y	N
Bill Bond	9/4/2000	26	Y	N
Nancy Bond	9/4/2000	26	Y	N
Jane and Dick Brooks		5	Y	N
Cary Brown	8/11/2000	20	Y	N
Bob Butman		18	Y	N
John Butman	10/5/2000	27	Y	N
Jean-Paul and betty Carlhian	3/1/2000	4 & 4A	Y	N
Betsy and mark Connelly	1/1/2001	35	Y	N
Jim and Diane Craig	9/2/2000	25	Y	N
Carola Domar	4/9/2000	10	Y	N
Alice (Ali) (Domar) Ostrow		11	Y	N
Erica (Ricky) (Domar) Banderob		11	Y	N
EG Downes	3/1/2000	8	Y	N
Anne (Downes) Catterson	8/1/2000	23	Y	N
Mike and Nat Fitzmorris	6/1/2001	41	Y	N
Susan and Jay Forrester		38 & 39	Y	N
Sylvia Gold		9	Y	N
Sue Hay	6/1/2000	13 & 13A	Y	N
Bertie Kelner	3/21/2000	7	Y	N
maggie Kraushaar	7/23/2000	N/A	Y	N
Sally Lewis	9/1/1999	1	Y	N
Hugo and Pennie Logemann	7/1/2001	40	Y	N
Lois (Logemann) Whitney		6 & 6A	Y	N
Jim and Nancy Manson	10/6/2000	28 & 28A	Y	N
Anne Mattill		8	Y	N
Mary McClintock	6/1/2000	13 & 13A	Y	N
Ros McDonough	6/1/2000	(13), 7, 13 & 13A	Y	N
Harriet and Gene Parish	6/1/2000	12	Y	N
Bill Parish	10/23/2000	30	Y	N
Janie Paul	4/9/2000	10	Y	N
Joe Pennington		43	Y	N
Ruth Ploetz	6/1/2000	12	Y	N
Janet Ploetz	6/21/2000	14	Y	N
Lucy and Hrand Saxenian		33	Y	N
Adele and Jim Skinner	10/1/2000	29	Y	N
Jean and Milton Slade	8/29/2000	24	Y	N
Jim Sterling	7/3/2000	16 & 16A	Y	N
Jake (Jimmy) Sterling	7/10/2000	15	Y	N
Marion and Dick Thornton	6/7/2001	42	Y	N
Chris Voss and Marjorie Horn	7/1/2001	34	Y	N
Alan Walworth	3/1/2001	37	Y	N

Irene Walworth	3/1/2001	36 Y
Janis Walworth	3/1/2001	37 Y
Jim Walworth	3/1/2001	37 Y
Vivian Walworth	3/1/2001	36 & 37 Y
Roger Walworth	3/1/2001	36 Y
Jan Watson	7/23/2000	N/A Y
Helen Watt	8/1/2000	21 Y
Kathie (Watt) Lee	6/21/2000	14 Y
Elizabeth Webster	2/2000 and 11, 29 & 3	Y
Wendy (Webster) Saba	6 & 6a	Y
Priscilla (White) Sturges	6 & 6A	Y
Janet Wineman	6 & 6 A	Y
Tom Hayes	5/16/2000	29A Y

N  
N  
N  
N  
N  
N  
N  
N  
N  
N  
N  
N  
N  
N  
N

42 tapes

Concord Veterans' Oral History Project

Name	Cassette	Digitized	Transcript
Andrews, Joseph L.	Y	N	Y
Armenti, Amedo (Al)	Y - 2 tapes	NN	Y
Ayer, Willard	Y	N	Y
Baker, Morton	Y	N	Y
Botvidson, Dorothy	Y	N	Y
Dickey, Maggie	N	N	Y
Gilbert, Edgar	Y	N	Y
Grabhorn, Edgar	Y	N	Y
Martinson, Jack and R	Y - 2 tapes	NN	Y
Massar, Ivan	Y	N	Y
Neville, Catherine (Fay)	Y	N	Y
Peters, Joseph	Y	N	Y
Ritchie, Bill	Y	N	Y
Ryan, D. Michael	Y - 2 tapes	NN	Y
Shoup, Richard	Y	N	Y
Smith, Bernard	Y	N	Y
Stevenson, Arthur	Y	N	Y
Thomas, Claude, and A	Y	N	Y
Tunncliffe, Ted	Y	N	Y
Wailes, Jeremy	Y	N	Y
Whiting, Paul	Y	N	Y

24 tapes

MHCC Oral History Tapes

Name	Cassette	Date	Digitized	Transcript
MHCC	Recreation	1 #####	N	N
MHCC	Holidays II	#####	N	N
MHCC	Home Life III	7-Jun-78	N	N
MHCC	Education/ IV	22-Jun-78	N	N
MHCC	Concord/IV V	28-Jun-78	N	N
MHCC	Lieberman VI	19-Jul-78	N	N
Stefanelli		1 2-Aug-78	N	N
Stefanelli		2 9-Aug-78	N	N
			8 tapes	7 transcripts

Other Oral History Tapes

Name	Date	Digitized	Transcript	Number of Tapes
King, Jean (CCHS project)	Feb-80	N	N	2
Clark, Gladys	Jan-74	N	N	1
Smith, R.W	24-Sep-79	N	N	1
Kussin, Mrs. William F.	Apr-74	N	N	1
Carroll, Orville	3/1/1980	N	N	1
MacManus	Jan-81	N	N	1
Moss, Marsha	Jan-79	N	N	1
Group Oral History - Elmer Joslin, Gladys Cla Undated		N	N	1
		9 tapes	8 transcripts	

## Concord Oral History Preservation & Access Project - Application for FY2023 CPA Funding

### Appendix D: Vendor Estimates

- Mass Productions
- Adept World Management INC



# Mass Productions

42 Rogers Street, Unit 5  
 Tewksbury, Ma, 01876  
 Phone: 617-501-1738

E-Mail: paul@massproductions.net

## Estimate

**Attention:**

Anke Voss  
 Concord Free Public Library  
 129 Main Street  
 Concord, MA, 01742

Customer ID: CPL

Date	Sales Rep.		Ship
9/14/21	Paul		Pickup

Quantity	Description	Unit Price	Total
341	Audio Cassette Digitization up to 90 minutes to 96khz/24 wave files and Mp3 access Copies*	\$30.00	\$10,230.00
1	Suggested 5% contingency reserve for possible advanced repairs		\$511.50
	*Tapes over 90 minutes are \$35.00 each.		
	Includes basic repairs, metadata collection and entry, Transportation of tapes to and from Mass Productions.		
	Project will be backed up to a RAID 5 file server while in production.		
	Concord Free Public Library will be responsible for ongoing backup after		
	The project is completed and delivered on an external hard drive.		
	External Hard drive to be provided by the Concord Free Public Library.		

Total:	\$10,741.50
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INTELLIGENT TRANSCRIPTS™

# Estimate

Date	Estimate #
9/15/2021	2020-247

TAX ID# 76-0457402  
 DUNS 799180179  
 10116 BRIGHTON ROAD  
 Houston TX 77031

Name / Address
Concord Voss Anke 129 Main St Concord MA 01742

Project

Description	Qty	Cost	Total
<p>Rate=1000 lines per audio hour. Times 70 hours. We will charge only for the minutes we actually transcribe.            Professional, technical, or medical transcription service, tailored according to YOUR needs. Transcript style will be tailored to your needs, and based on any of a selection of style manuals.</p> <p>Time codes can be assigned to speakers or paragraphs, we hyperlink words we research, and create a concordance or rudimentary index or your work, to highlight key topics and words mentioned in the recordings. Your document is prepared for coding or interpolation. We'll add an interactive table of contents if it will make your document more accessible.</p> <p>Names and locations are carefully researched, and speakers are identified in interviews and focus groups either by name, gender or profession (when names are not available). A change in speakers will always be indicated, so that the document is as comprehensible as possible. Line numbering is included, per request.</p>	70,000	0.17	11,900.00

<b>Total</b>	\$11,900.00
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## **Concord Oral History Preservation & Access Project - Application for FY2023 CPA Funding**

### **Appendix E: Letters of Support**

- **Sherry Litwack, President, Concord Free Public Library Corporation (forthcoming)**
- **Caroline Nie, Acting Director, Concord Free Public Library (attached)**
- **Melissa Saalfield, Chair, Historical Commission, Town of Concord (forthcoming)**
- **Nathanial Smith, Municipal Archivist/Records Manager, CA, CRM, Town of Concord Clerk's Office (attached)**



September 16, 2021

Concord Community Preservation Committee  
141 Keyes Road, 1<sup>st</sup> Floor  
Concord, MA 01742

Dear Committee Members:

I am writing in my capacity as the Acting Library Director of the Concord Free Public Library to fully endorse and strongly support the Community Preservation Act Project Application submitted by my colleague, Anke Voss.

Anke Voss is the Curator of William Monroe Special Collections. She started her employment at the Concord Free Public Library in October 2019 and has been working tirelessly in reorganizing the Special Collections since then.

The Concord Oral History Program which contains about 500 cassette tapes is a rich and invaluable collection. It recorded personal stories told by five generations of Concordians. Over the years, the Library tried hard to digitize and transcribe the oral history collection in-house and bring the collection online to meet the interests and needs of our local patrons and researchers.

However, digitizing and transcribing the oral history collection in-house have proven to be time consuming, labor intensive and cost ineffective. As of now, there are still 341 tape recordings waiting to be digitized and transcribed as Anke indicated in the grant application.

This grant, if awarded, will enable us to work with a professional contractor who will digitize and transcribe the collection in a much more efficient and timely manner. As a result, we will be able to start to process and mount the entire oral history collection on the Library's website in 2023. We are confident that our website and web host's server will provide reliable access to our oral history collection users. The Library's website ([concordlibrary.org](http://concordlibrary.org)) received 1.5 million pageviews in the past fiscal year (July 1, 2020 – June 30, 2021).

With the reasons stated above, I unhesitatingly support our Curator Anke Voss's Community Preservation Act Project Application.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Caroline Nie".

Caroline Nie, Acting Library Director



## Town of Concord Archives

Town Clerk's Office  
22 Monument Square  
Concord, Massachusetts 01742

September 16, 2021

Concord Community Preservation Committee  
141 Keyes Road, 1<sup>st</sup> Floor  
Concord, MA 01742

Dear Committee Members:

I am writing to fully endorse the efforts of the William Monroe Special Collections at the Concord Free Public Library in their efforts to secure funding for the digitization and transcription of the *Concord Oral History Program*.

The *Concord Oral History Program* is a valuable and irreplaceable historical resource which cannot be taken for granted. Oral History programs in general provide a unique first-person window into the history of a given subject. In this case, the Town is the subject and a variety of Concordians are providing the perspective that, if preserved, can serve as an educational tool for untold generations to come.

Working with the Special Collections staff on a near daily basis as I do, I have no doubt that they are the perfect proponents for a project such as this. They will ensure that the project is done to the highest standards and that the funding provided is used efficiently. In addition, they will follow through on the final phase of the project which is to provide the newly digitized recordings on an open and accessible platform.

I hope you will seriously consider this proposal as it is a worthwhile investment in an important historical resource of the Town.

Sincerely,

Nathaniel Smith  
Municipal Archivist/Records Manager, CA, CRM  
Town Clerk's Office