

FOR THE RECORDS

Behind the Scenes at H&G

Introduction

For this issue of PastPorts, we are pulling back the curtains to give readers a behind the scenes look at our department, how our collection has grown over the past 25+ years, and how you can contribute your own works.

This article includes input from several H&G staff members, including our longest serving member and infamous cataloger, Sharion Duncan, who makes the magic happen.



SLCL and History & Genealogy

“The mission of the St. Louis County Library District is to provide the resources and services to enrich individual minds, enhance lives and expand perspectives.” As part of SLCL, History & Genealogy aligns itself with the Library’s mission, and we share many similarities overall.

At the same time, our department is unique. Our collection is different compared to other library branches within the SLCL system. We have dusty old books, maps, microform materials, oral history kits, and more. Our policies differ as well. For instance, most library branches regularly “weed” their collections based on what gets used and what does not. By contrast, our department maintains items based on historical and genealogical significance to our customers. Our department also relies on its own staff to handle acquisitions, cataloging, bindery, processing, and several other specialized functions. In these ways and others, we represent a library within a library.

A Brief Department History

In October 1996, St. Louis Genealogical Society (StLGS) and St. Louis County Library (SLCL) formed a partnership, with the resulting joint venture creating an asset to both parties. (Fig. 1) The Special Collections (now History & Genealogy) Department was established in 1997 for the purpose of providing better service and an expanded collection of genealogical materials.

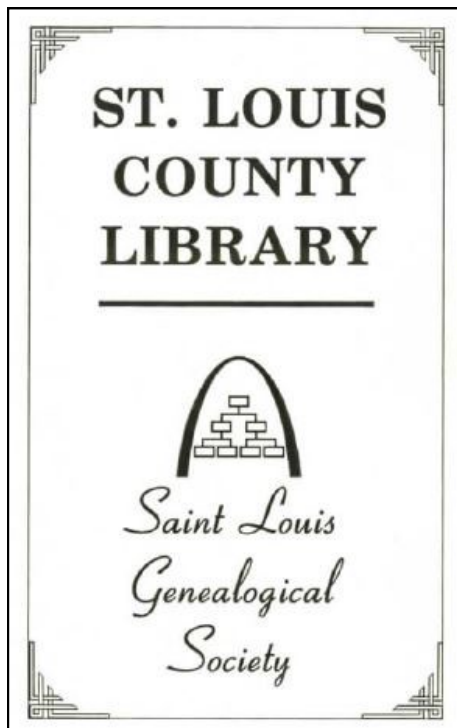


Fig. 1: A bookplate signifying the SLCL/StLGS partnership

Our department's rapid expansion did not stop there. In 2001, the National Genealogical Society (NGS) donated roughly 20,000 additional books to our collection. Over the years, we have also been fortunate enough to receive significant donations from the Jewish Genealogical Society of St. Louis, Mary F. Berthold, Julius K. Hunter, Miriam Weiner, Elizabeth Mullins, Lewis B. Rohrbach, Mr. & Mrs. Wm. C. E. Becker, Joy Reisinger, and many others. We are also grateful to all of the individual authors who have donated their works to our collections. Every donation, no matter how small, is greatly appreciated.

Donated Materials

Speaking of donations, have you ever wondered what happens to your items after you donate to our library? The answer depends. First, let's qualify what we mean by donations. If you were donating your personal collection of books or a significant sum of money, this is a process that will vary from one case to another. If you are an author donating your book(s) to our collection, the process is a little more straightforward. Typically, we will send you a letter acknowledging receipt of the package and thanking you for your gift. Next, your item(s) will join the queue and wait to be cataloged.

Wait periods can vary from a few months to a few years. The reason for that waiting period is staffing restrictions. For several years, History & Genealogy only had one cataloger dedicated to maintaining our entire collection of books. Recently, that number doubled and we now have two catalogers working through our backlog of new materials. Yes "a few years" may sound excessive, but the truth is that we are a small department of dedicated people trying to process extremely large quantities of books as quickly and efficiently as possible.

Cataloging Quirks

Whether it is your donated book, or one purchased by the department, adding it to our system usually doesn't take much time. Basic library cataloging involves enabling a person to find a book of which an author, title or subject is known. An item record can be created with a few key pieces of information (and the item in hand). However, every library's cataloging department is different, and ours is no exception.

Not only can libraries have entirely different classification systems (ex. Library of Congress vs. Dewey Decimal System), but even two libraries which both use Dewey could have books on similar subjects filed differently. For example, books about streetcars could be filed under call number 388.4 for "Local public transit". However, a book such as *Streetcars of St. Louis* could be filed under call number 977.866 for "St. Louis". Why St. Louis? Typically, it is because we want to group things together in a certain way. For our department's purposes, Streetcars of St. Louis "fits" better under the St. Louis call number.

Cataloging Examples

Below is an example of how the Dewey Decimal System works. The call number (left column) represents a type of code, with each digit designating more and more specific information, followed by a Cutter number. (Fig. 2)

900	History & Geography
970	North America
976	South Central United States
976.8	Tennessee
976.835	Stewart County
976.835 L848	Cutter Number based on author name
976.835 L848S	First letter of the title
976.835 L848S	Full call number

*Fig. 2: Anatomy of the call number for **Stewart County, Tennessee, Deed Book Indexes, 1786-1893** by Jim Long*

Another cataloging quirk within our collection is the way we file family histories. As with other materials, the call number represents a code. The difference with our family histories is the Cutter number we assign to them. Below is an example.

Under conventional cataloging rules, this book’s call number would be 929.2 T239P. The “T” would stand for Taylor (the author’s last name), followed by a 3-digit alphanumerical code for Taylor, followed by the first letter of the title, “P”, for Philip. In our department, we prefer to have all similar family name books grouped together on the shelf for easy browsing and access, so instead of using 929.2 T239P, we alter the Cutter number, making it 929.2 L832T. In this instance, the L832 refers to the Logee family, which is the subject of the book. (Fig. 3)

900	History & Geography
920	Biography, genealogy, insignia
929	Heraldry
929.2	Families
929.2 T239	Cutter Number based on author name
929.2 L832	Cutter Number based on family name
929.2 L832P	First letter of the title
929.2 L832T	First letter of the author’s last name
929.2 L832T	Full call number

Fig. 3: Example of how our family histories are cataloged differently. This is the call number for *Philip Logee of Salem, Massachusetts, and His Descendants* by Don Taylor

After cataloging is completed, we check to make sure the item is properly bound because we want our books to last on our shelves for the foreseeable future. Next, your item goes to our processing team who will attach barcodes and spine labels, proofread bibliographic records, check in the items, and finally, shelve them for library use.

Conclusion

The examples outlined above are just a few of the ways that our collection is so special, but hopefully now you have a basic understanding of our cataloging process. Our collection is slowly growing and evolving over time. (Fig. 4)

Would you like to donate to our collection?* Fantastic! If you are making a large donation, please contact us directly and we will make proper arrangements. If you are an author who wants to donate a bound copy of your book(s) to our collection, send your works to this address:

History & Genealogy Department/NGS
St. Louis County Library
1412 S. Spoele Rd.
St. Louis, MO 63131



Fig. 4: History & Genealogy books ready to be catalogued.

*Donations are accepted subject to department guidelines.

H&G Classes & Programs

The following History & Genealogy classes and programs are offered for March 2023:

Exploring the Ancestry Library Edition Database

Tuesday, March 7, 10:00 am, Mid-County
Monday, March 27, 6:00 pm, Florissant Valley

The Ancestry Library Edition database is a powerful tool for genealogical research. Find out how to search it and take advantage of its many records. Adults. Registration required.

Step Into Irish Dance

Wednesday, March 8, 7:00 pm, Daniel Boone

Come celebrate St. Patrick's Day at the St. Louis County Library! Learn the history of the beautiful and traditional art form of Irish dancing and see a demonstration from the local Clarkson School of Irish Dance. The Clarkson School's dancers compete at the local, regional, national and world levels in solo, ceili and choreography dancing. They may even teach a few moves! All ages welcome. Registration required.

Victoria Woodhull and Women's Suffrage

Tuesday, March 14, 10:00 am, Virtual

In the 1870s, women in the United States did not yet have the right to vote or hold office. Social reformer Victoria Woodhull challenged those restrictions. By the time she was in her 30's, Victoria owned her own newspaper, a Wall Street brokerage

firm, and was a highly sought-after lecturer. In 1872, she became the first woman presidential candidate, running an uphill campaign against popular incumbent Ulysses S. Grant. Find out more about Victoria's unusual life with National Park Service Guide Evan Meyer. In celebration of Women's History Month. Adults. Registration required.

Pockets & Petticoats

Friday, March 31, 2:00 pm, Daniel Boone Branch

This program will teach basic historical hand sewing techniques by demonstrating how to make your own 18th century pockets and petticoats. In celebration of Women's History Month. Adults. Registration required.

Coming up in April:

Exploring FamilySearch.org

Monday, April 10, 6:30 pm, Virtual

FamilySearch.org is a free website offering access to millions of records for genealogy and family history research. Learn how to search for ancestors, navigate the catalog, and take advantage of other features.. Adults. Registration required.

Capturing Family Stories with Oral History

Tuesday, April 18, 2:00 pm, Jamestown Bluffs

In partnership with the Old Jamestown Association. Discover tips, tools, and techniques for recording your family's oral history. Adults. Registration required.

History A'Brewin

Thursday, April 20, 6:30 pm, Daniel Boone

For thousands of years, brewing alcohol has been a hobby, profession, and an obsession. Come learn more about the history of beer and its impact on St. Louis. Adults. Registration required.

Cont. next page

April 24-28 is National Preservation Week! Look for the following programs, more information to follow:

Beginning Digital Preservation

Monday, April 24, 10:00 am, Virtual

If These Walls Could Talk: Researching a House History

Tuesday, April 25, 2:00 pm, Oak Bend

Basic Preservation and Cleaning of Gravestones

Wednesday, April 26, 7:00 pm, Lewis & Clark

History & Genealogy Scanning Day

Thursday, April 27, 12:00-7:00 pm, Daniel Boone

Register at slcl.org/events.

Recordings of our most popular classes can be found at slcl.org/genealogy/virtual-classroom.

PastPorts is published by History & Genealogy at the St. Louis County Library

Current and past issues can be downloaded from the web at slcl.org/pastports.

Contact us:

History & Genealogy
 St. Louis County Library
 Temporary Location–Daniel Boone Branch
 300 Clarkson Rd.
 Ellisville, MO 63011

314-994-3300
genealogy@slcl.org
www.slcl.org/genealogy

MANGO

Want to learn the language your ancestors spoke? Check out Mango, a free language learning program through the St. Louis County Library. Mango offers access to 60+ foreign language courses taught completely in the user's native language. Learn more at www.slcl.org/content/ecourses.



MO COURT RECORDS

Looking for early historical Missouri court records? They are available online through Missouri Digital Heritage.

Historic court records offer tremendous insight into the daily lives of Missourians throughout society. Researchers can find probate files, guardianships, civil litigation, criminal proceedings, and more. Records may be searched by name, with filters for year, cause of action, and county. There is also a keyword search option.

To uncover court records for your ancestors, visit s1.sos.mo.gov/records/archives/archivesdb/judicialrecords/.



History & Genealogy services

The following H&G services are free and available to researchers who are unable to visit the library.

Lookup service

H&G can provide photocopies, prints, or digital scans of many library materials from indexed sources or when given a specific citation:

- Up to 30 pages from one book or one article from a journal issue. Staff can also photocopy or scan tables of contents and index pages.
- Microfilmed records—A list of microfilm available in the H&G collection can be viewed [online](#).
- Print outs from database records if patrons cannot access the database at home.
- Please use the [online lookup request form](#) to submit requests.

*Some items may be temporarily unavailable due to construction

Print collection

More than 27,000 books in the collection can be checked out. The entire collection is included in the library's [online catalog](#). Books with call numbers that do not begin with "R" are available to check out. Patrons can request books online or by calling 314-994-3300.

*Some items may be temporarily unavailable due to construction

Research guidance

H&G staff members can provide research assistance by phone.

Book-a-Genealogist

Researchers encountering brick-walls or who would like assistance in developing a plan to achieve specific research goals can schedule a consultation with an H&G staff member. Requests can be made using the online [Book-a-Genealogist form](#).

Database access

Many library [databases](#) can be used at home by St. Louis County Library card holders living in the metropolitan area. For more information, please contact the History & Genealogy Department at 314-994-3300 or genealogy@slcl.org.

STLGS Events

Monthly Meeting: A Treasured Past—Genealogy and Local History at the St. Louis Public Library

Saturday, March 11, 10:00 a.m., STLGS Office/Hybrid
Speaker: Jacob Baker, SLPL

Manager of the genealogy department, Jacob Baker, will be providing information about the genealogical collection, along with a short introduction to the Special Collections department at the main branch of the St. Louis Public Library. This meeting will be held at the StLGS office.

German SIG Meeting: Using Ortssippenbücher to Research Your German Ancestors

Wednesday, March 15, 7:00 p.m., Oak Bend/Hybrid
Speaker: Robin McDonough, SLCL

Ortssippenbücher contain genealogical information about families in a specific town, village, or parish. Information can cover many generations of a family back to the beginning of religious records. Discover how to access and use these books for your German research. This meeting will be held at the Oak Bend branch of St. Louis County Library.

The St. Louis Genealogical Society's Monthly and Special Interest Group meetings are free and open to the public!

See stlgs.org for more information.

NEW Books

History & Genealogy has recently cataloged several new family histories, including titles that mention the following surnames:

McKenzie	Root
McClish	Dunaway
Tharl	Telisczak
Augsberger	Suemnicht
Leas	Burrigh
Fowler	Kincheloe
Cutter	Hollnagel
Shelly	Madore
Rohrer	Hoyt
Landis	Mott
Chaumont	Henderson
Greene	Larrymore
Logee	Rucker
Motquin	Morgan
Hyer	Delano
Nunns	Beckwith
Mead	Cooke
Gulvin	Klintworth
Gentry	Henderlite
Gephart	Hendricks
Campbell	Standridge
Troyer	McGillivray
Rae	Slater
Motquin	Blair
Paquette	Vineger
Opdyke	Nugent

Circulating books may be put on hold through the [SLCL catalog](#) to be picked up at the branch of your choice. Reference books may be requested by calling H&G at 314-994-3300. They will be sent to the H & G department at the Daniel Boone Branch for viewing.

NEW EXHIBIT

Age of Armor: Treasures from the Higgins Armory Collection at the Worcester Art Museum

St. Louis Art Museum

February 18–May 14, 2023

The Higgins Armory Collection at the Worcester Art Museum is the nation's second-largest collection of arms and armor, including more than 1,500 objects ranging from ancient Egypt to 19th-century Japan but with particular strengths in suits of steel armor from medieval and Renaissance Europe. Age of Armor: Treasures from the Higgins Armory Collection at the Worcester Art Museum presents highlights from this collection in a major survey of defensive armor in Europe from its origins in the 1300s to today.

The exhibition begins with an ancient Greek helmet to demonstrate armor's long history in Western civilization and



includes superb helmets from Japan, India, and Sudan to suggest the universality of armor as a defensive tool and a medium for artistic virtuosity. The heart of the exhibition is the gloriously decorated armors—including several full suits—produced by Renaissance craftsmen in the 1500s. Age of Armor embraces recent scholarship in which parallels are drawn between the design of these suits and clothing fashions to make the point that armor is clothing.—St. Louis Art Museum

See www.slam.org for more information.

Data Life

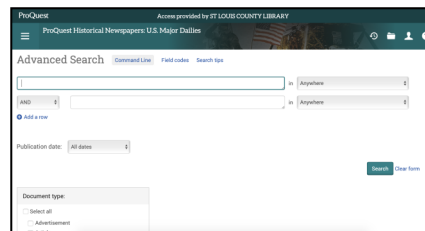
SAMPLINGS FROM THE DATABASE COLLECTION

Have ancestors in a big city? Doing general historical research on major events? Check out:

Historical Newspapers: U.S. Major Dailies [Proquest]

Full text coverage of several national daily newspapers. This database includes: Chicago Daily Tribune (1849-1996), Los Angeles Times (1881-1995), New York Times (1857-up to three years behind the current year of publication), Wall Street Journal (1889-2002), and Washington Post (1877-2003).

Visit History & Genealogy's [Online Genealogy Resources](#) for this and other newspaper databases.



Want to expand your genealogy education? Be sure to check out RootsTech 2023. RootsTech is presented by familysearch.org, and the virtual program is free with an account. In-person programming will take place in Salt Lake City. Programs cover all ability levels and many different genealogy topics and are presented by experienced genealogists. Virtual programs will remain available for viewing after the conference ends.

Get all of the details at www.familysearch.org/rootstech/event/rt2023.

CLASSIC CLIPPINGS



1923 WOMEN'S SPRING FASHION

JACKSON'S
Jackson's
 513-515 WASHINGTON AVENUE
4-HOUR SALE - SATURDAY!!
Capes, Wraps
 A Limited Quantity—Enough to Last From 8:30 to 12:30 O'Clock
\$9.85
 No Exchanges No Refunds

4-HOUR SALE - SATURDAY!!
Capes, Wraps
 Just From 8:30 to 12:30 O'Clock—300 Garments—Extra Large Sizes—Special Selection—See This Window
\$14.85
 Extra Sizes Up to 24s, 26s!

4-HOUR SALE - SATURDAY!!
Capes, Wraps
 A ROUSING SALE VALUES UP TO \$59.75
\$24.85
 See This Window

4-HOUR SALE - SATURDAY!!

Left: For the spring bride—what is more appropriate than the softness of georgette crepe—beaded in pearls to enrich its loveliness—head band bears the influence of Egypt—making of softest texture.

Saturday Your Last Chance to Buy a New Trimmed Hat for Easter

Wonderful Values, at \$2.98
 Gay-busel flowers, ribbons, ornaments and ostrich are featured trimmings on medium and large Pique, Watsons, etc., of Tegal, tulle, patent Milan and Canton crepe or hairbraid combinations, in gray, sand, purple, Copan, etc. Main Floor.

More Elaborate Easter Hats at \$4.98, \$6.50, \$8.50

Smart Untrimmed Straw Hats \$1.98, \$2.98
 Milan braid, Milan and Capri straw hats and large plumed hats in black, brown, navy, Copan, straw, etc., and purple.

Matrons' Easter Hats, \$2.98, \$3.98
 New styles and hatbands with extra crepe and tulle face, flowers, black, brown, etc., etc.

Sport Hats, \$1.98, \$2.98
 Smart! Fashion—draped straw hats with a new and interesting head band and a large plumed hat in pink, white, and purple.

New Trimmings, 49c to \$1.99
 British flowers, wools and ostrich ostrich trimmings, and ostrich trimmings.

Scruggs-Vanderwoort-Barney

Easter Sale of Handmade Blouses
 —in Two Very Attractive Low-Priced Groups Tomorrow—

\$3.95 Each **\$4.95 Each**

Gifts and Accessories for Easter

Items of Interest

Charge Purchases Made Tomorrow, Payable May First

Store Hours: Daily, 9 to 8:30; Saturday, 9 to 6

Phone and Letter From South to North

The Underneath Ten Hours after a splendid Luncheon for the Easter service and a delightful place to invite your guests.

P. S. — An attractive lot of Dimity Blouses with Peter Pan and V-neck collars For Easter Gifts

Right: A dinner dress of shot taffeta of shrimp pink and maize, trimmed in self flowers. The bouffante skirt and tight bodice give the desired full effect with head band of gold cloth ribbon with French flowers.

Correct Footwear for Easter

Women and misses who seek high-grade foot wear that is out of the ordinary in design come to Kline's. And that moderate price point, we clearly demonstrate in this group, which offers 25 Different Patterns for Selection at **\$7.50**

In this group will be found a varied selection of leathers and materials certain to intrigue the most ardent disciple of fashion. We picture two of the smartest patterns.

Combinations set out inlays or plain models with all style heels and soles for walking or dress wear.

"On the Mitten"

BARGAIN BASEMENT

The Great Dress Event of the Golden Jubilee—400 New Dresses Purchased Special for This Sale, Wednesday Only—Every Dress Is New and Fresh From the Package—Come, You Will Save!

400 New Spring DRESSES

Shown for the first time Wednesday. A special purchase by our Basement Dress buyer, who just returned from New York.

\$20 Dresses
\$18 Dresses
\$15 Dresses
\$12 Dresses

MATERIALS—
 Canton Crepes Crisp Tulle Wonderful Satins Charmeuse
 New Albany Crepe Crepe de Chine Paisley Crepe
 Point Tulle Combinations Wool Crepe Frottoines
 All the Newest Styles and Colors

Sizes for women, misses, juniors, 14 to 26—36 to 42

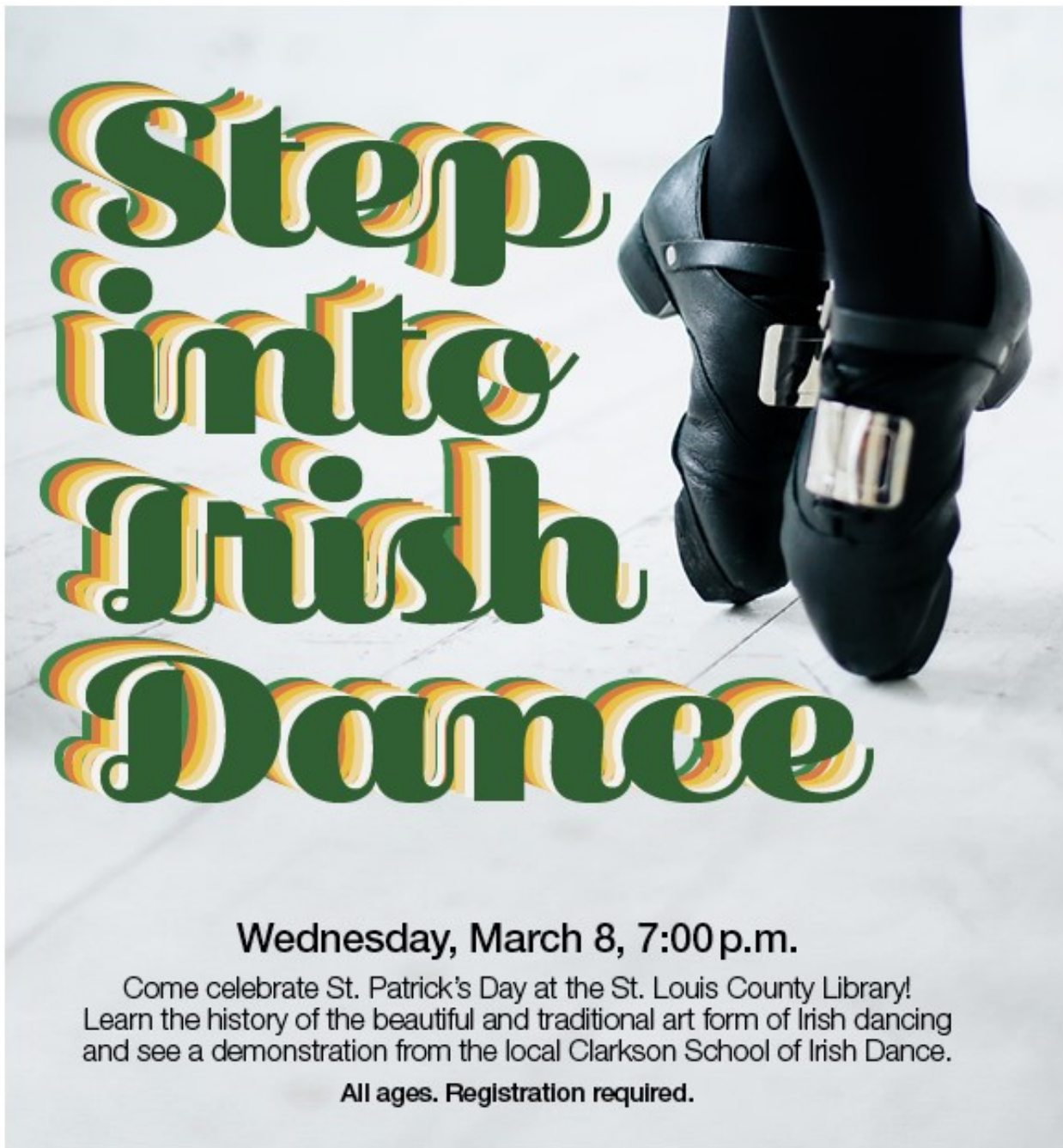
Basement Sale 1000 New Spring COATS—CAPES—SUITS

\$15 Garments—\$20 Garments

\$9.50

New Jersey Suits, French Serge Suits, Polaire Coats, Velvet Capes, Gingham Coats, Polaire Coats, Tulle Coats, Velvet Wraps, Mixtures Capes in fact all kinds of Coats and Capes. All the new colors. All sizes for women, misses and juniors.

Women's fashion—from 100 years ago. Advertisements found in the March 14 & March 30, 1923 editions of the St. Louis Post-Dispatch.



Wednesday, March 8, 7:00 p.m.

Come celebrate St. Patrick's Day at the St. Louis County Library! Learn the history of the beautiful and traditional art form of Irish dancing and see a demonstration from the local Clarkson School of Irish Dance.

All ages. Registration required.



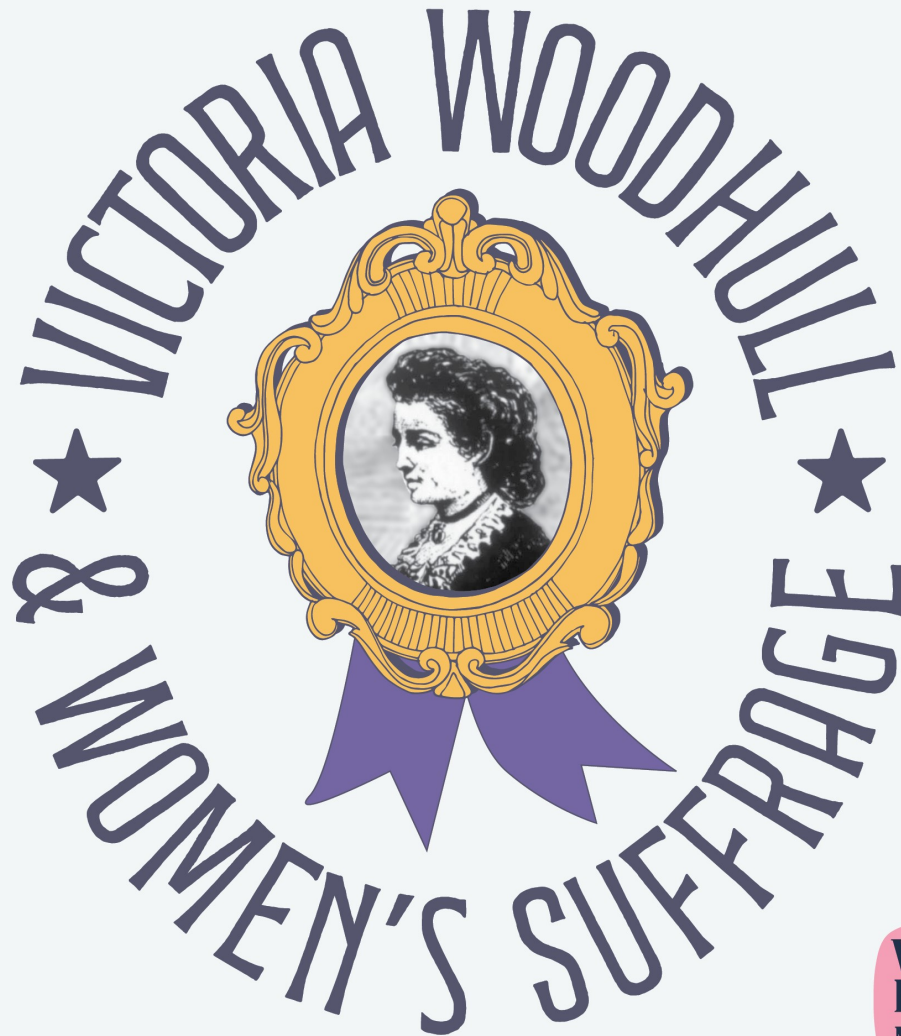
Daniel Boone Branch

300 Clarkson Road | Ellisville, MO 63011 | 314-994-3300

Program sites are accessible. With at least two weeks' notice, accommodations will be made for persons with disabilities. Call 314-994-3300 or visit www.slcl.org.



VIRTUAL PROGRAM

WOMEN'S
HISTORY
MONTH 2023**Tuesday, March 14, 10:00 a.m.**

In the 1870s, women in the United States did not yet have the right to vote or hold office. Social reformer Victoria Woodhull challenged those restrictions. By the time she was in her 30's, Victoria owned her own newspaper, a Wall Street brokerage firm, and was a highly sought-after lecturer. In 1872, she became the first woman presidential candidate, running an uphill campaign against popular incumbent Ulysses S. Grant.

Find out more about Victoria's unusual life with Park Guide Evan Meyer.

Adults. Registration required.