

# South Carolina



## Planning Education Advisory Committee

Committee Members:

Phillip L. Lindler, Chairman  
Representing SCAC  
Term expires: 2023

Stephen G. Riley  
Representing MASC  
Term Expires: 2017

Cliff Ellis  
Representing Clemson University  
Term expires: 2020

Wayne Shuler  
Representing SCAPA  
Term expires: 2018

February 8, 2021

City of Rock Hill  
Janice E. Miller  
Historic Preservation Specialist  
155 Johnston Street  
Rock Hill, SC 29731

Re: *Applications for Accreditation of CE credits for New Program*

Dear Ms. Miller:

The Committee met via telephone conference on February 8, 2021 to consider the program materials you submitted for accreditation of the Continuing Education Course: *"Research Rock Hill Genealogy/Oral History Workshop."*

Thank you for your efforts to help make this program a success.

Sincerely,

Phillip L. Lindler, AICP  
Chairman

cc: Cliff Ellis, Stephen Riley, and Wayne Shuler

**NOTICE OF DECISION**  
**NEW ORIENTATION/CONTINUING EDUCATION PROGRAM**

**Title of Program:** \_\_\_\_\_

☐ Accepted without objection

☐ Reviewed by full Committee

**Determination:**

☐ Accredited for \_\_\_\_\_ minutes for \_\_\_\_\_ Continuing Education Credits

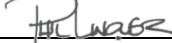
i. Date of Accreditation: \_\_\_\_\_

ii. Authorized Course Number: \_\_\_\_\_

☐ Denied Accreditation

i. Reason: \_\_\_\_\_

☐ Returned for more information: \_\_\_\_\_

Signed by SCPEAC Member: \_\_\_\_\_ 



January 7, 2021

South Carolina Planning Education Advisory Committee

Dear SCPEAC Members:

The City of Rock Hill is submitting an application for a Continuing Education Program to be held on Tuesday, February 9, 2021. This program is proposed to be held in person (limit of 25) and online via the ZOOM online meeting platform. In order for those attending online in need of CE credits to be able to receive those, we will require that those participants complete the evaluation form that will be emailed to them after the event and return those to us. We will then send a certification form for filing with the appropriate officials.

Should you have any questions, please feel free to call me.

Regards,

A handwritten signature in blue ink that reads "Janice E Miller". The signature is fluid and cursive, with a large loop at the beginning of the first name.

Janice E Miller  
Historic Preservation Specialist  
Janice.miller@cityofrockhill.com  
803.817.5129

**LOCAL OFFICIAL'S CERTIFICATION OF NEED  
FOR CONTINUING EDUCATION PROGRAM**

**NOTE:** The Planning Director of a jurisdiction, or the COG Director serving a jurisdiction, may certify to the SCPEAC that a particular continuing education program is appropriate to meet the needs of that jurisdiction.

This certification form, together with the required information referenced therein, shall be submitted to the Committee. **If no objections are raised** by a member of the SCPEAC within 10 business days of receipt, the continuing education program shall be considered accepted. If an objection is raised, a teleconference meeting shall be scheduled, with appropriate public notice, as soon as reasonably possible, to review the application.

Applications are due no later than 30 days prior to the first scheduled presentation of a program or class. The Committee will consider extenuating circumstances where the 30 day deadline cannot be met.

**1. Certifying Official's Information:**

- a. Name: Janice E Miller
- b. Title: Historic Preservation Specialist
- c. Jurisdiction for which certification is being made: City of Rock Hill
- d. Address of Jurisdiction: 155 Johnston Street
- e. City: Rock Hill Zip Code: 29730
- f. Telephone: 803.817.5129 Email: Janice.miller@cityofrockhill.com
- g. For COG Directors:
  - i. Name of COG: \_\_\_\_\_
  - ii. Address of COG: \_\_\_\_\_
  - iii. City: \_\_\_\_\_ Zip Code: \_\_\_\_\_
  - iv. Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**2. Information on Educational Program:**

- a. Title of Program: Research Rock Hill Genealogy/Oral History Workshop
- b. Name of Organization providing/sponsoring the Program: City of Rock Hill
  - i. Address: 155 Johnston Street
  - ii. City: Rock Hill Zip Code: 29730
  - iii. Contact Person: Janice E Miller
  - iv. Title: Historic Preservation Specialist
  - v. Telephone: 803.817.5129 Email: Janice.miller@cityofrockhill.com
- c. Date(s) & Location(s) of Program:  
February 9, 2021 - City Hall, 155 Johnston St, Rock Hill SC and online
- d. Briefly describe the program and why it is relevant to your jurisdiction:  
This workshop is designed to provide the public with information family history research, proper document and image storage, and oral history practices.



3. **Method of presentation:** Presenters will be at main location presenting information.  
In-person and online webinar will be available.
4. **Description of materials to be distributed:** Research guide, list of resources
5. **When are materials distributed (before the program, at the time of the program):** At the time  
of the program for in-person; mail for webinar attendees
6. **Instruction Time:**  
a. Indicate the total number of minutes of instruction time: 255 minutes; 75 minutes Q&A  
**NOTE:** Breaks, meals, and introduction should not be counted. A reasonable period of Q & A should be included and counted.
7. **Local contact person (if other than Certifying Official):**  
a. Name: \_\_\_\_\_  
b. Title: \_\_\_\_\_  
c. Jurisdiction: \_\_\_\_\_  
d. Telephone: \_\_\_\_\_ Email: \_\_\_\_\_
8. **Required attachments:**  
a. Course description and outline including estimated time per section  
b. Brochure, if available  
c. Course Presenter(s) and credentials (include brief resumes and qualifications)  
d. Copies of all handouts and course materials  
e. Evaluation Form and method of evaluation (each program must be evaluated)
9. **Certification. By submitting this application, the applicant agrees to:**  
a. Allow in-person observation, without charge, of the Program by the SCPEAC Committee members. Any food, travel, or lodging costs will be the responsibility of the Committee member(s).  
b. The Certifying Official acknowledges that its approval for this Program may be withdrawn for violations of the regulations or failure to comply with the agreements and representations contained herein and as may be required by the SCPEAC.
10. **Application and program materials shall be submitted:**  
a. Electronically to each of the Committee members emails as listed on the website (<https://www.scstatehouse.gov/SCPEAC/members.htm>); and  
b. Please cc all applications to the Chairman's assistant, Krista Wiedmeyer at [kristaw@hiltonheadislandsc.gov](mailto:kristaw@hiltonheadislandsc.gov)



## Research Rock Hill Genealogy/Oral History Workshop

Tuesday, February 9, 2021

8:30AM – 4:30PM

### Agenda

Registration	8:30-9
Session 1: Genealogy Research	9-10:30
John Skardon, Reference/Genealogy Librarian York County Library	
Break	10:30-10:45
Session 2: Archive Information	10:45-12
Gina White, Director, Louise Pettus Archives & Special Collections Winthrop University	
Lunch on your own	12-1:15
Session 3: Oral History	1:15-2:45
Lee Q. Miller, Oral Historian	
Break	2:45-3
Session 4: Q&A with Presenters	3-4:15

The activity that is the subject of this workshop has been financed in part with Federal funds from the National Park Service, Department of the Interior, and administered by the South Carolina Department of Archives and History. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior or the South Carolina Department of Archives and History.



# RESEARCH ROCK HILL

Genealogy/ Oral History Workshop

**FEBRUARY 9 | 8:30AM - 4:30 PM**

Learn the ins and outs of genealogy with local historians and researchers, online or in person. This one day workshop includes:



Genealogy Research  
John Skardon - York County  
Public Library

Archive Information  
Gina White - Louise Pettus  
Archives & Special Collections,  
Winthrop University

Oral History  
Lee Q. Miller - Oral Historian



**REGISTER ONLINE AT**  
[cityofrockhill.com/historic](http://cityofrockhill.com/historic)

Call 803-817-5129 with any  
questions



*Always on*



# John W. Skardon

York County Library  
803-981-5858 john.skardon@yclibrary.org

## ***Education:***

- MSLS, 2012  
The University of North Carolina at Chapel Hill
- BA, Communications, 1996. Cum Laude  
Anderson University, Anderson, South Carolina

## ***Experience:***

Reference Librarian, York County Library, Rock Hill, SC	Feb. 2016-present
Circulation Assistant, York County Library, Rock Hill, SC	Jan. 2015-Feb. 2016
Processor, North Carolina State Archives, Raleigh, NC	April-June 2012
Intern, Carolina Digital Library and Archives, UNC Chapel Hill	August-Dec. 2011
Intern, North Carolina Collection Photographic Archives, UNC Chapel Hill	June-August 2011
Producer, WBTV, Charlotte, NC	2005-2009
Producer, WYFF, Greenville, SC	1996-2005

## ***Professional:***

Member, Society of American Archivists  
Member, National Genealogical Society  
Member, South Carolina Genealogical Society  
Member, North Carolina Genealogical Society  
Member, Georgia Genealogical Society  
Member, Louisiana Historical Association

## ***Honors, awards:***

Eagle Scout, Boy Scouts of America, 1989  
South Carolina Broadcaster's Association Award, 2004

## **Gina Price White**

Louise Pettus Archives and Special Collections  
Winthrop University  
Rock Hill, S.C. 29733  
803-323-2334 or 803-323-2210  
[whitegp@winthrop.edu](mailto:whitegp@winthrop.edu)

### **Education**

B.A. History, Winthrop College, Rock Hill, S.C., 1983  
27 hours completed for M.A. History, Winthrop University

### **Experience**

January 2003--  
present

**Director**, Archives and Special Collections  
Winthrop University, Rock Hill, S.C. 29733  
Responsible for all aspects of the Winthrop University Archives and Special Collections including supervising full time staff; assisting researchers; answering reference requests; processing and cataloging collections of papers and records; overseeing the digitization of collections; overseeing addition of archival material to content management system; maintaining and adding to the rare book collection; planning and assembling exhibits; training and supervising all Archives graduate and undergraduate student employees; instructing graduate and undergraduate interns in the Academic Internship in History program; preservation of documents and artifacts; maintaining proper environmental controls of collection; instructing graduate and undergraduate classes in proper use of Archives and describing available resources; giving presentations to undergraduate, graduate and community groups on such subjects as Winthrop and South Carolina history, preservation techniques, available resources, and oral history; creating collection guides; compiling statistics; and ordering supplies and equipment. Additional duties include serving as the University's Records Officer.

August 1986--  
December 2002

**Assistant Archivist**, Archives and Special Collections  
Winthrop University, Rock Hill, S.C. 29733

September 1985--  
August 1986

**Local History Archivist**, Chester County Library  
Chester, S.C. 29706

August 1984--  
August 1985

**Manuscript Archivist**, Archives and Special Collections  
Winthrop College, Rock Hill, S.C. 29733

### **Selected Publications and Presentations**

Editor and contributor: *Retrospect: News from the Louise Pettus Archives and Special Collections at Winthrop University*. Quarterly publication. 2005-present.

"Pettus Archives Digital Content" *Dacus Digest* Spring 2019, vol. 4, no. 3  
Mediator, SC State Historical Records Advisory Board Focus Group at SC Federation of Museums Conference, March 12, 2020

"Presidential Voices from the Louise Pettus Archives," Presentation at the Phi Alpha Theta 2019 Carolinas Regional History Conference, April 12-13, 2019

"The Winthrop College Farm: Nutrition, Nourishment, and Knowledge"  
Presentation at *The World of Food: Interdisciplinary Perspectives on*

- What We Eat and Grow* Conference at Winthrop University, February 21-23, 2019
- "Saving Our Past" SC Native American Studies Center, Lunch and Learn series, February 15, 2019
- "Historic Photographs and Preservation" Rock Hill Public Library, April 25, 2018
- "Pettus Archives Digital Commons Resources" *Dacus Digest* May 1, 2018, vol. 4, no. 1
- "Preserving Family Papers" program at Rock Hill Public Library, July, 17, 2018
- "Family History Sources in the Pettus Archives", Rock Hill Public Library, January 24, 2018
- "Records Retention and Digital Records" Winthrop Academic Leadership Council, November 6, 2017
- "David Bancroft Johnson" presentation at South Carolina Hall of Fame Induction Ceremony, May 5, 2017
- "Pettus Archives' Veterans History Project and Oral History Program" Shepherd's Center, Rock Hill, SC, September 28, 2015
- "Archival Collections Spotlight" *Dacus Digest* August 10, 2015, vol 1, no. 2, p. 7
- "Winthrop's Army Era: Army Air Corps Cadets at Winthrop" *Dacus Focus* Fall 2010, no. 69 pp. 2-3, 4
- "The Correspondence of Mr. & Mrs. Kinard" *Dacus Focus*, Spring 2010, no 68, pp. 2-3
- "The Lost Art of Letter Writing" *Dacus Focus*, December 2009, no. 67, pp. 2-3
- "Things I Found En Route to Looking Up Other Things (with thanks to Sidney J. Harris for the idea)" *Dacus Focus* April 2009, no. 67, p. 2, 4
- "Living Abundantly: Origins of the York County Extension Homemakers Council," *Dacus Focus* November 2008, no. 66, p. 2-3
- "World War I Through the Eyes of Albin O. Bauer," *Dacus Focus* April 2008, no. 64, p. 2, 4
- "Photograph Collections in the Louise Pettus Archives," *Dacus Focus* April 2007, no. 62, p. 2
- "Crockett Family Papers in the Louise Pettus Archives," *Dacus Focus*, November 2007, no. 63
- "Daniel Webster Terry Diaries," *Dacus Focus* November 2005, no. 59, p. 2
- "The Carolina Planter," *The Bulletin*, March 2004, v. 28, no. 1
- "Knox-Wise Family Papers," *The Bulletin* December 2003, v. 27 no. 4.
- "Major Eleanor Roberts, WAAC," *The Quarterly* June 2003, v. 15 no. 5.
- "Nathan Asch Collection: A Source for Research" *Dacus Focus* December 2002 no. 49
- "Lutz Grant Enables Archives Expansion," *Dacus Focus* October 2002, no. 48
- Chester County***, 2001, Arcadia Publishing, with Glinda Coleman
- Along the Catawba River***, 2000, Arcadia Publishing, with Ron Chepesiuk and Edward Lee
- "Attracting Patrons to the Archives," *Dacus Focus* February 2000 no. 38
- Palmetto Women***, 1999, Arcadia Publishing, with Ron Chepesiuk
- "Winthrop Finds a Home in Rock Hill," *Carologue*, Summer 1998, a publication of the SC Historical Society, with Ron Chepesiuk

### Grants Received

- SC SHRAB Regrant Project, 2008, Louise Pettus Archives and Special Collections, Dr. Arnold Shankman Papers, \$6,200
- SC SHRAB Regrant Project, 2005-2006, Winthrop University Archives

and Special Collections, Alfred Gilchrist Architectural Drawings, \$3,495  
SC SHRAB Regrant Project, 2004-2005, Winthrop University Archives  
and Special Collections, Alfred Gilchrist Architectural Drawings, \$4,000  
NEH Preservation Assistance Grant, 2004, Winthrop University  
Archives and Special Collections, Archival Shelving, \$5,000  
SC SHRAB Regrant Project, 1998-1999, Winthrop University Archives  
and Special Collections, Robert H. Marett Papers, \$2,500.  
SC SHRAB Regrant Project, 1998-1999, Chester County Historical  
Society Museum, H.O. Nichols Photograph Collection, \$4,000.

### **Organizations, Honors, Awards**

Charter Member South Carolina Archival Association (SCAA)  
Member, Palmetto, Archives, Libraries, and Museums Council on  
Preservation (PALMCOP); former Board member  
Secretary, Confederation of Local South Carolina Historical  
Societies  
Winthrop Presidential Citations 2008, 2011, and 2015  
Winthrop Alumni Distinguished Service Award 2014  
Appointed to the South Carolina State Historical Records Advisory  
Board by Gov. Henry McMaster Fall 2018



## **Lee Q. Miller**

Winthrop University - BA Sociology, 1999

Winthrop University - MA Liberal Arts/Gerontology 2001

### **Memoir activities of Lee Q. Miller**

"The Journey, A Celebration of Life" a guide book to writing your life story (Paperback and workbook)

Rock Hill Coca Cola Bottling Company 100 years

A Glimpse into the Life of Becca Dalton, Biography

Private Collection: The Barnes Family History

A Glimpse Into Historic Downtown Rock Hill, South Carolina- Comporium 's Gift to Rock Hill 8 Grade students.

The History of Rock Hill's Utilities Company (on the opening of new facility)

Biography of Lily MaeTomlin which was based on interviews with Lilly and her children Lilly and Richard

Biography of Darwyn Ruppert

History of Camp Cherokee which was dedicated to Robert Hope, a long time director

Edited the following authors and assisted with publishing and marketing:

My Last Name is Grace: Betty Miller

My Angel and Me: Martha Manning

What was I Thinking: Freda Hood

Deanna Shue: In Progress

Bobbi Harrison: In Progress

My Cup of the Ocean: Lee Miller Biography

Judson S. Hill: Biography in progress

Continue to train others via Workshops, Speaking engagements in churches and communities, University over the Southeast on Ethical Wills/Legacy Letters, Memoir writing and Photo Scribing

Hospice and Community Care clients, families, and staff

Shepherd's Center of Rock Hill: 2 sessions a year on Creative Writing

Work weekly with residents and staff of Westminster Towers and Park Pointe Village (retirement communities).

[leeqmilller2018@gmail.com](mailto:leeqmilller2018@gmail.com) 803-517-2456





# Introduction to Genealogy

John Skardon, Reference  
[john.skardon@yclibrary.org](mailto:john.skardon@yclibrary.org)  
(803) 981-5825





# Class objectives:

- Learn how to begin research and organize
- Review common sources used by genealogists
- Explore where to locate sources
- Research and Analysis
- Avoiding common research mistakes

# Step One

- Start with what you already know
- Look for clues at home
- Talk to other family members: parents, grandparents, aunts/uncles, cousins
- Record any information you learn: names, dates, locations
- Focusing on one family line is fine
- Don't skip generations
- Stay organized as you go

# Pedigree chart

## Ancestral Chart

ancestry.com Chart No. **1**

No. 1 on this chart is  
the same person as No. \_\_\_\_\_

On Chart No. \_\_\_\_\_

**YOU**

BORN  
PLACE  
MARRIED  
PLACE  
DIED  
PLACE

NAME OF SPOUSE

**Father**

BORN  
PLACE  
MARRIED  
PLACE  
DIED  
PLACE

**Mother**

BORN  
PLACE  
DIED  
PLACE

**Father's Father**

BORN  
PLACE  
MARRIED  
PLACE  
DIED  
PLACE

CONT. ON CHART \_\_\_\_\_

CONT. ON CHART \_\_\_\_\_

**Father's Mother**

BORN  
PLACE  
DIED  
PLACE

CONT. ON CHART \_\_\_\_\_

CONT. ON CHART \_\_\_\_\_

**Mother's Father**

BORN  
PLACE  
MARRIED  
PLACE  
DIED  
PLACE

CONT. ON CHART \_\_\_\_\_

CONT. ON CHART \_\_\_\_\_

**Mother's Mother**

BORN  
PLACE  
DIED  
PLACE

CONT. ON CHART \_\_\_\_\_

CONT. ON CHART \_\_\_\_\_

# Family group chart



## Family Group Record

ancestry.com

Prepared By \_\_\_\_\_ Relationship to Preparer \_\_\_\_\_  
Address \_\_\_\_\_ Date \_\_\_\_\_ Ancestral Chart # \_\_\_\_\_ Family Unit # \_\_\_\_\_

<b>Husband</b>		Occupation(s)		Religion	
Date—Day, Month, Year		City		State or Country	
Born					
Christened					Name of Church
Married					Name of Church
Died					Cause of Death
Buried		Cem/Place			Date Will Written/Proved
Father	Other Wives				
Mother					
<b>Wife</b> maiden name		Occupation(s)		Religion	
Born					
Christened					Name of Church
Died					Cause of Death
Buried		Cem/Place			Date Will Written/Proved
Father	Other Husbands				
Mother					

•	Sex MF	Children Given Names	Birth			Birthplace			Date of first marriage/Place		Date of Death/Cause			Computer I.D. #
			Day	Month	Year	City	County	St./Ctry.	Name of Spouse	City	County	State/Country		
		1												
		2												
		3												
		4												
		5												
		6												
		7												
		8												
		9												
		10												
		11												
		12												

NOTE—Direct Ancestor Form # FT06

<http://www.ancestry.com/save/charts/familysheet.htm>

© 2007 The Generations Network, Inc.

# Recording your information

- Stay consistent with dates, names, places
- Include maiden name for women
- Don't abbreviate names
- Include nicknames, if you know them
- Town, County, State, Country



# Recording your information

- Citations allow you and others to locate your sources again.
- Citations allow us to determine the thoroughness of our research.
- Citations reveal the quality and reliability of our sources.
- Citations allow us and others to recreate how we reached a conclusion.
- Lack of citations is an obvious sign of poor research and possibly unreliable genealogy. How do we know where the information came from and how accurate the information is?

# Recording your information

- Books: record the title, author, publishing data, page number, date read and location of book.
- Websites: record the url or website address, author or creator, name of the collection or document, the date you viewed the website.



# Genealogy Research cycle

1. Create a focused research question. What do you want to discover, what is your goal? “When was my grandmother born?”
2. Determine a research strategy. What sources would answer my question? Do they exist? Where do I access them?
3. Locate and gather those sources.
4. Evaluate the source. How reliable is the information? Does it provide the evidence to answer your question? Do I need to locate additional sources?

# Common sources used by genealogists



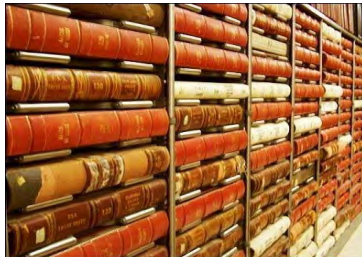
## US Federal Census 1790-1940

Every ten years, lists heads of household, families, ages, birthplaces, relationships, occupations



## Vital Records

Birth, marriage, death records and certificates



## Court Records

Estates, Deeds and Land Records



Page No. 8

Inquiries numbered 7, 16, and 17 are not to be asked in respect to infants. Inquiries numbered 11, 12, 15, 16, 17, 19, and 20 are to be answered (if at all) merely by an affirmative mark, as /.

SCHEDULE 1.—Inhabitants in 11<sup>th</sup> Ward, New Orleans, in the County of Orleans, State of Louisiana, enumerated by me on the 1<sup>st</sup> day of June, 1870.Post Office: New OrleansWilliam H. Phelps, Ass't Marshal.

1	2	3	DESCRIPTION.			7	VALUE OF REAL ESTATE OWNED.		10	PARENTAGE.		13	14	15	EDUCATION.		18	CONSTITUTIONAL RELATIONS.	
			The name of every person whose place of abode on the first day of June, 1870, was in this family.	Age at last birthday. If under 1 year, give months in fractions, thus, 7/12.	Sex.—Male (M.), Female (F.).	Color.—White (W.), Black (B.), Mulatto (M.), Chinese (C.), Indian (I).	Value of Real Estate.	Value of Personal Estate.		Father of foreign birth.	Mother of foreign birth.				Cannot read.	Cannot write.		Male Citizens of U. S. of 21 years of age and up-ward.	Male Citizens of U. S. of 21 years of age and up-ward, who are right to vote in Federal elections, or are denied or abridged on other grounds than re-bellion or other crime.
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
11	51	56	Scardon Ambrose	39	m	W	Grocer (Retail)	2500	1000	England	/	/						/	
12			Susan	35	f	W	Keeps House			Louisiana	/								
13			Norton	9	m	W				Louisiana	/			/					
14			Louisa	7	f	W				Louisiana	/			/					
15			Viria	5	f	W				Louisiana	/								
16			Daisy	3	f	W				Louisiana	/								
17			Woulper Elisabeth	34	f	W	School Teacher			Louisiana								/	
18			George	71	m	W	At Home			Maryland								/	

# Common sources used by genealogists



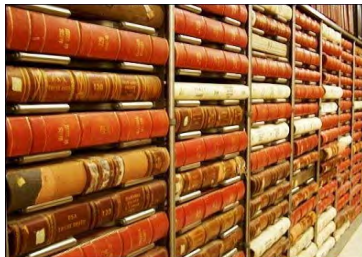
## US Federal Census 1790-1940

Every ten years, lists heads of household, families, ages, birthplaces, relationships, occupations



## Vital Records

Birth, marriage, death records and certificates



## Court Records

Estates, Deeds and Land Records



## 1. PLACE OF DEATH

County of Newberry  
 Township of #1  
 or  
 Inc. Town of \_\_\_\_\_  
 or  
 City of \_\_\_\_\_

**CERTIFICATE OF DEATH**  
 STATE OF SOUTH CAROLINA  
 Bureau of Vital Statistics  
 State Board of Health

Registration District No. 3408

File No.—For State Registrar Only.

19133

Registered No. 10

(For use of Local Registrar)  
 (If death occurred in  
 a Hospital or In-  
 stitution give its  
 NAME instead of  
 street and number.)

2. FULL NAME Sarah ToddResidence  
In City.....Yrs.....Mos.....Days.

## PERSONAL AND STATISTICAL PARTICULARS

3 SEX Female 4 COLOR OR RACE white 5 Widowed  
 (Write the word)

6 DATE OF BIRTH Oct 1838  
 (Month) (Day) (Year)

7 AGE 79  
 yrs. mos. days  
 If LESS than 1 day, hrs. or min.?

8 OCCUPATION  
 (a) Trade, profession, or particular kind of work. Retired  
 (b) General nature of industry, business, or establishment in which employed (or employer). House Wife

9 BIRTHPLACE (State or Country) Newberry Co.

10 NAME OF FATHER Not known.

11 BIRTHPLACE OF FATHER (State or Country) Not known.

12 MAIDEN NAME OF MOTHER Betty Franklin

13 BIRTHPLACE OF MOTHER (State or Country) Newberry Co.

## 14 THE ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE

(Informant) W. W. Calhoun  
 (Address) Newberry, S. C. R. 2

15 Filed Oct. 19, 1917 S. S. Cunningham  
 LOCAL REGISTRAR.

## MEDICAL CERTIFICATE OF DEATH

16 DATE OF DEATH Oct 18 1917  
 (Month) (Day) (Year)

17 I HEREBY CERTIFY That I attended deceased from Sept 15  
1917 to Oct 18, 1917 that I last saw him alive on Sept 15  
1917 and that death occurred, on the date stated above, at  
 m. The CAUSE OF DEATH\* was as follows:

Organic Heart Disease  
unknown  
 (Duration).....yrs.....mos.....days

Contributory (SECONDARY)

(Signed) Jessie L. Gillet M. D.  
Oct 18, 1917 (Address) Newberry, S. C.

\*State the Disease Causing Death, or, in deaths from Violent Causes state (1) Means of Injury; and (2) whether Accidental, Suicidal or Homicidal.

18 LENGTH OF RESIDENCE (For Hospitals, Institutions, Transients, or recent Residents.

At place of death.....yrs.....mos.....dys. In the State.....yrs.....mos.....dys.  
 Where was disease contracted.

If not at place of death?  
 Former or usual Residence

19 Place of Burial or Removal Rosemont Center DATE OF BURIAL 10/19/17

20 UNDERTAKER W. W. Calhoun ADDRESS Newberry, S. C.

Margin Reserved For Blotting

Write Plainly With Unfading Black Ink—This Is a Permanent Record.

N. B.—Every item of information should be carefully supplied. AGE should be stated EXACTLY. PHYSICIANS should state CAUSE OF DEATH in plain terms so that it may be properly classified. Exact statement of OCCUPATION is very important. See Instructions on back of certificate.

PARENTS



# Common sources used by genealogists



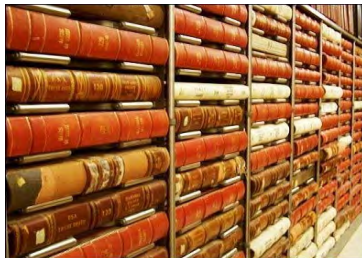
## US Federal Census 1790-1940

Every ten years, lists heads of household, families, ages, birthplaces, relationships, occupations



## Vital Records

Birth, marriage, death records and certificates



## Court Records

Estates, Deeds and Land Records



## John Brewer's Will

State of North Carolina? Blessed be God! Amen!

Anson County 3 John Brewer Sen being of sound mind and perfect memory do make and declare this my last will and testament in manner following that is to say. First, after my death that my Executors provide for my body a decent burial and pay the expenses out of the money belonging to my estate.

2- I will and bequeath to my beloved wife all my household and kitchen furniture to have and to hold her lifetime or widowhood, and all my farming tools and fifty seven acres of land including the houses and plantation. And to my daughter Elizabeth I will and bequeath fifty acres of land and my black mare. And to my daughter Nancy or the heirs of her body I will and bequeath fifty acres of land. And to my daughter Martha or to the heirs of her body I will and bequeath fifty acres of land. And to the heirs of my daughter Ellen I will and bequeath fifty acres of land. And I will and bequeath to my son John five dollars in money. And to my son Sanders I will and bequeath five dollars. And to my son Thomas I will and bequeath five dollars. And to my daughter Jane I bequeath five dollars. And

REGISTRATION CARD—(Men born on or after January 1, 1822 and on or before June 30, 1925)

SERIAL NUMBER 837	NAME (Print) George Augustus Harrison	ORDER NUMBER 12160
PLACE OF BIRTH (Print) 10 Brown Alley New Bern Craven N.C.		
THIS PLACE OF BIRTHSHOWN ON THE MAP ABOVE WILL DETERMINE LOCAL BOARD JURISDICTION (THIS LINE OF REGISTRATION CERTIFICATE WILL BE IDENTICAL)		
RESIDENCE (Print) Same as above		
TRADE (Print) None	AGE IN YEARS 19	PLACE OF BIRTH New Bern N.C.
NAME OF ANCESTOR (Print) Who Was First to Come From Abroad John Harrison, 10 Brown Alley, New Bern, N.C.		
NAME OF IMMIGRANT (Print) C. A. Hallenger, 30 George St., New Bern, N.C.		
PLACE OF IMMIGRATION (Print) Middle St. New Bern Craven N.C.		
I HEREBY CERTIFY THAT THE ABOVE ARE TRUE AND CORRECT		
By, H. B. FLEMING (Notary Public for N.C.)		

## Military records

Revolutionary War through Vietnam, muster cards, draft enrollment, pension files

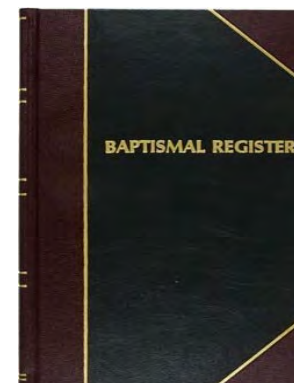
## Cemetery records

Gravestone data, burial records, funeral home records



## Immigration and Naturalization records

Ship passenger lists, naturalization papers



## Church records

Vary by religion and denomination, baptisms, weddings, burials, minutes



## Newspapers

Birth, marriage, death information, news articles, classifieds



# REGISTRATION CARD

SERIAL NUMBER	51	ORDER NUMBER	9476
------------------	----	-----------------	------

1 Rev Alvin W Skardon  
(First name) (Middle name) (Last name)

2 PERMANENT HOME ADDRESS: St Francisville La  
(No.) (Street or R. F. D. No.) (City or town) (County) (State)

Age in Years 42 Date of Birth April 1876  
(Month) (Day) (Year)

R A C E				
White	Negro	Oriental	Indian	
			Citizen	Non-citizen
5 X	6	7	8	9

U. S. CITIZEN			ALIEN	
Native Born	Naturalized	Citizen by Father's Naturalization Before Registrant's Majority	Declarant	Non-declarant
10 X	11	12	13	14

15 Is not a citizen of the U. S., of what nation are you a citizen or subject?

PRESENT OCCUPATION 16 Minister  
 EMPLOYER'S NAME 17

18 PLACE OF EMPLOYMENT OR BUSINESS: St Francisville La  
(No.) (Street or R. F. D. No.) (City or town) (County) (State)

NEAREST RELATIVE	Name	19 Mrs Geneavie Skardon
	Address	20 St Francisville La
		<small>(No.) (Street or R. F. D. No.) (City or town) (County) (State)</small>

I AFFIRM THAT I HAVE VERIFIED ABOVE ANSWERS AND THAT THEY ARE TRUE  
 P. M. G. O.  
 Form No. 1 (Red) *Alvin W Skardon*  
(Registrant's signature or mark) (OVER)

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BY (Print Name) George Harrison		

## Military records

Revolutionary War through Vietnam, muster cards, draft enrollment, pension files

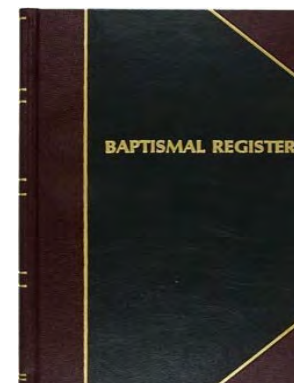
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Gravestone data, burial records, funeral home records



## Immigration and Naturalization records

Ship passenger lists, naturalization papers



## Church records

Vary by religion and denomination, baptisms, weddings, burials, minutes



## Newspapers

Birth, marriage, death information, news articles, classifieds

STATES Port.

Cat. No. 1018.

LIST OR MANIFEST of all the Passengers taken on board the *SS West-Indian.*

whereof *David Lawson* is Master, from *Liverpool*; burden, *1748* tons.

100-L.P.-2/1/79.

NAME.	AGE.		SEX.	OCCUPATION.	THE COUNTRY TO WHICH THEY SEVERALLY BELONG.	THE COUNTRY OF WHICH THEY INTEND TO BECOME INHABITANTS.	WHO DIED ON THE VOYAGE.	BAGGAGE.
	YEARS.	MONTHS.						
<i>Mary Mason Aird</i>	<i>53</i>	<i>-</i>	<i>Female</i>	<i>None</i>	<i>Scotland</i>	<i>United States.</i>	<i>Cabin</i>	<i>One packing box. Two trunks. Two bags.</i>
<i>Mary Mason Aird</i>	<i>18</i>	<i>-</i>	<i>do</i>		<i>Jamaica</i>	<i>do</i>		
<i>Catherine Hopburgh Aird</i>	<i>16</i>	<i>-</i>	<i>do</i>		<i>do</i>	<i>do</i>		
<i>Louisa Anderson Aird</i>	<i>14</i>	<i>-</i>	<i>do</i>		<i>do</i>	<i>do</i>		
<i>Ethel Swanson Aird</i>	<i>12</i>	<i>-</i>	<i>do</i>		<i>do</i>	<i>do</i>		
<i>Agnes Gourlay Aird</i>	<i>10</i>	<i>-</i>	<i>do</i>		<i>do</i>	<i>do</i>		
<i>Grace Isabel Aird</i>	<i>8</i>	<i>5</i>	<i>do</i>		<i>do</i>	<i>do</i>		
<i>Marion Blackie Aird</i>	<i>6</i>	<i>4</i>	<i>do</i>	<i>None</i>	<i>do</i>	<i>do</i>		<i>One Portmanteau One Bag One Hold-all One Trunk, Two small valises. One small trunk/One bag.</i>
<i>Arthur Terence Robinson</i>	<i>27</i>	<i>3</i>	<i>Male</i>		<i>England</i>	<i>(Tourist.)</i>		
<i>Ambrose William Shardon</i>	<i>61</i>	<i>-</i>	<i>do</i>	<i>Merchant.</i>	<i>U.S.A.</i>	<i>United States</i>		
<i>James Leavelle Nugent</i>	<i>30</i>	<i>10</i>	<i>do</i>	<i>Farmer.</i>	<i>do</i>	<i>do</i>		

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NAME OF ANCESTOR (Print) Who Was First to Enter Your Ancestry C. A. Hallenger, 30 George St., New Bern, N.C.		
PLACE OF BIRTH (Print) Middle St. New Bern Craven N.C.		
I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE (Print and Sign) George Harrison		

U.S. DEPT. OF COMMERCE  
BUREAU OF CENSUS  
WASHINGTON, D. C.

## Military records

Revolutionary War through Vietnam, muster cards, draft enrollment, pension files

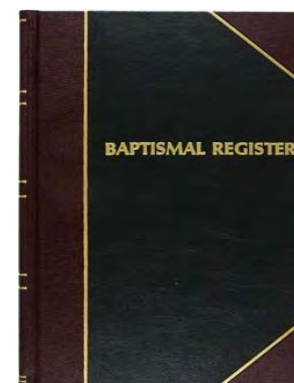
## Cemetery records

Gravestone data, burial records, funeral home records



## Immigration and Naturalization records

Ship passenger lists, naturalization papers



## Church records

Vary by religion and denomination, baptisms, weddings, burials, minutes



## Newspapers

Birth, marriage, death information, news articles, classifieds

RECORDS OF THE KING'S CHAPEL IN BOSTON

181

			Born: Dec. 20, 1812	
			Sponsors: The Parents.	
Apr.	11	Jacob-Washington	of Gottfrey-F. & Anna Belser	Infant
			Born: Mar. 18, 1813	
			Sponsors: The Parents.	
	16	Deborah	of Jonathan & Deborah Wright	Infant
			Born: Mar. 24, 1812	
			Sponsors: The Parents.	
	18	Mary-Ann	of Enoch & Eliza Cook	Infant
			Born: Jan. 17, 1813	
			Sponsors: The Parents.	
May	2	James-Christie	of Henry-N. & Susan Rogers	Infant
			Born: May 31, 1811	
			Sponsors: The Parents.	
		Ann-Dalton	of Henry-N. & Susan Rogers	Infant
			Born: Apr. 13, 1813	
			Sponsors: The Parents.	
	16	Robert-Hallowell	of Gideon & Ruth-W. Snow	Infant
			Born: Feb. 28, 1813	
			Sponsors: The Parents.	
June	27	Francis-Eben	of Francis-J. & Mary-Caroline Oliver	Infant
			Born: Nov. 24, 1812	
			Sponsors: The Parents.	



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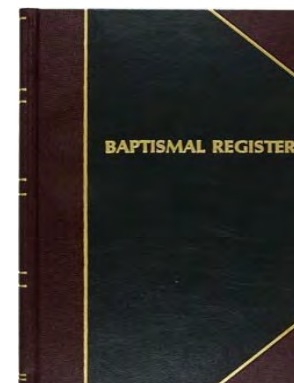
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## Immigration and Naturalization records

Ship passenger lists, naturalization papers



## Church records

Vary by religion and denomination, baptisms, weddings, burials, minutes



## Newspapers

Birth, marriage, death information, news articles, classifieds

### Mr. Watts to Wed Tonight.

Miss Anna Cook Radford, youngest daughter of Mr. and Mrs. William Lewis Radford, of 11 West Ninety-fifth street, New York, will be married to Mr. Alexander Preston Watts, of Baltimore, in St. Bartholomew's Protestant Episcopal Church, in New York, this evening. The ceremony will be performed by the rector, Rev. Dr. Parks. After the ceremony a reception and dance will be held at Sherry's. Several hundred invitations have been sent out.

The bride's attendants will be: Mrs. Edwin Wallace Christie, a sister; Misses Virginia Crawford Diller, Edna Ogle Fisher, Carlotta Fisher, Grace Hallam Archer and Adelaide A. Von der Lieth. The best man will be Mr. Harry King, of Baltimore, and the ushers Messrs. Russell Silkworth, William H. Brown, Jr., Robert Glenn King and Russell Brown. The bride will be given away by her brother-in-law, Mr. Edwin Wallace Christie.

# Locating sources



## **Libraries**

Headquarters or Main Libraries have at least a small genealogy area: books, vertical files, some microfilm records



## **Courthouses**

Might be in separate buildings: Clerk of Court, Probate Court, Register of Deeds. Look for websites, online records



# Locating sources



## Archives

State and regional repositories. State government records, family manuscripts. Original records. Look for websites, online records



## Online

Genealogy websites are abundant with records added every day!

## **Get started!**

- Write down what you already know
- Use ancestry charts and family group charts
- Talk to other members of your family
- Find your family in the census, beginning with 1940 and work backwards
- Find vital records: death certificates, marriage records
- Research the newspaper: obituaries, news articles

## **Become a detective**

- Be observant to clues
- Question information
- Plan your next step

## **Analyze your sources**

- Review the record carefully
- How reliable is the information?
- What errors might there be?
- What is my next step?

# Common mistakes and pitfalls

- Jumping to a conclusion based on little evidence
- Not researching with multiple, quality records
- Not fact-checking sources and information, assuming it's accurate
- Poor documentation and citation
- Lack of organization, loss of records, loss of information
- Being closed-minded when approaching information and results

# Keep learning!

## **Self-education**

Read books about sources, genealogy guides, workshops, etc.

## **Network and connect with others**

Genealogical Societies, genealogy groups, conferences

## **Online Message Boards**

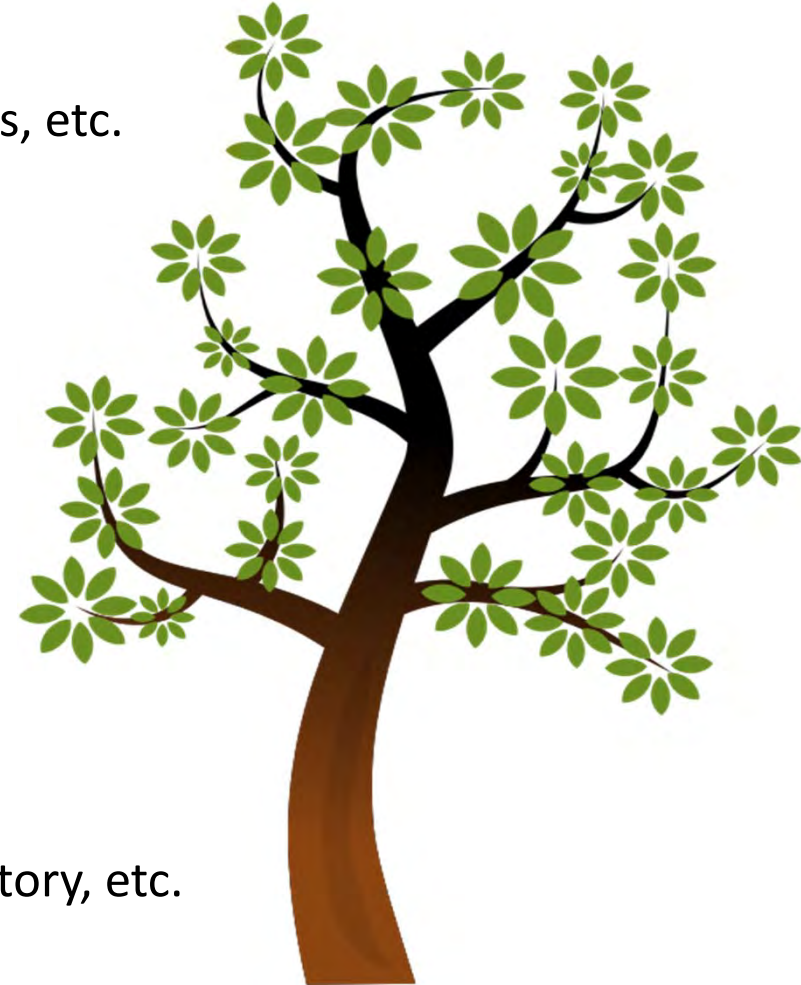
Post questions, learn about sources

## **Webinars, videos**

YouTube, FamilySearch.org, Ancestry.com

## **[www.familysearch.org/wiki](http://www.familysearch.org/wiki)**

Learn about sources, record creation, state and area history, etc.





# Introduction to Genealogy

John Skardon, Reference  
[john.skardon@yclibrary.org](mailto:john.skardon@yclibrary.org)  
(803) 981-5847





# Saving Our Past

Preservation of Family,  
Organizational, and Other  
Documents and Papers



# Winthrop University Archives and Special Collections

- Main Purpose: Collect and preserve the history of Winthrop University
  - Winthrop founded 1886
  - Formerly all female teacher training school
  - Became Co-educational in 1974
  - Today a university with a diverse curriculum and student body

# Founder and first President David Bancroft Johnson delivering a speech





# Winthrop Archives Collections

- University Records
  - Board of Trustee records
  - President's records
  - Student records

**EXPENSES FOR SESSION OF NINE MONTHS.**

Matriculation fee.....	\$ 5 00
Board in dormitories, including furnished room, lights, heat and washing at actual cost.....	76 50
Medical fee, including physician's service, nursing and medicine.....	5 00
Fee for use of books and apparatus.....	5 00
<hr/>	
Total expense of term (exclusive of tuition).....	\$91 50
Tuition for entire course.....	40 00
<hr/>	
Total, including tuition.....	\$131 50

Under the Act establishing the College, indigent pupils pay no tuition. Free tuition will be given only upon a written statement by the parent or guardian of inability to pay, certified to as correct by the County Auditor. The regular charges will be paid in three payments in advance for each term on the first day of the term, as follows:

**FOR STUDENTS HAVING FREE TUITION.**

September 30th.....	\$41 50
December 23d.....	25 00
March 16th.....	25 00

**FOR SCHOLARSHIP STUDENTS.**

September 30th.....	\$26 50
December 23d.....	10 00
March 16th.....	11 00



# Winthrop Archives Collections

- University Records
  - Board of Trustee records
  - President's records
  - Student records
  - Photographs

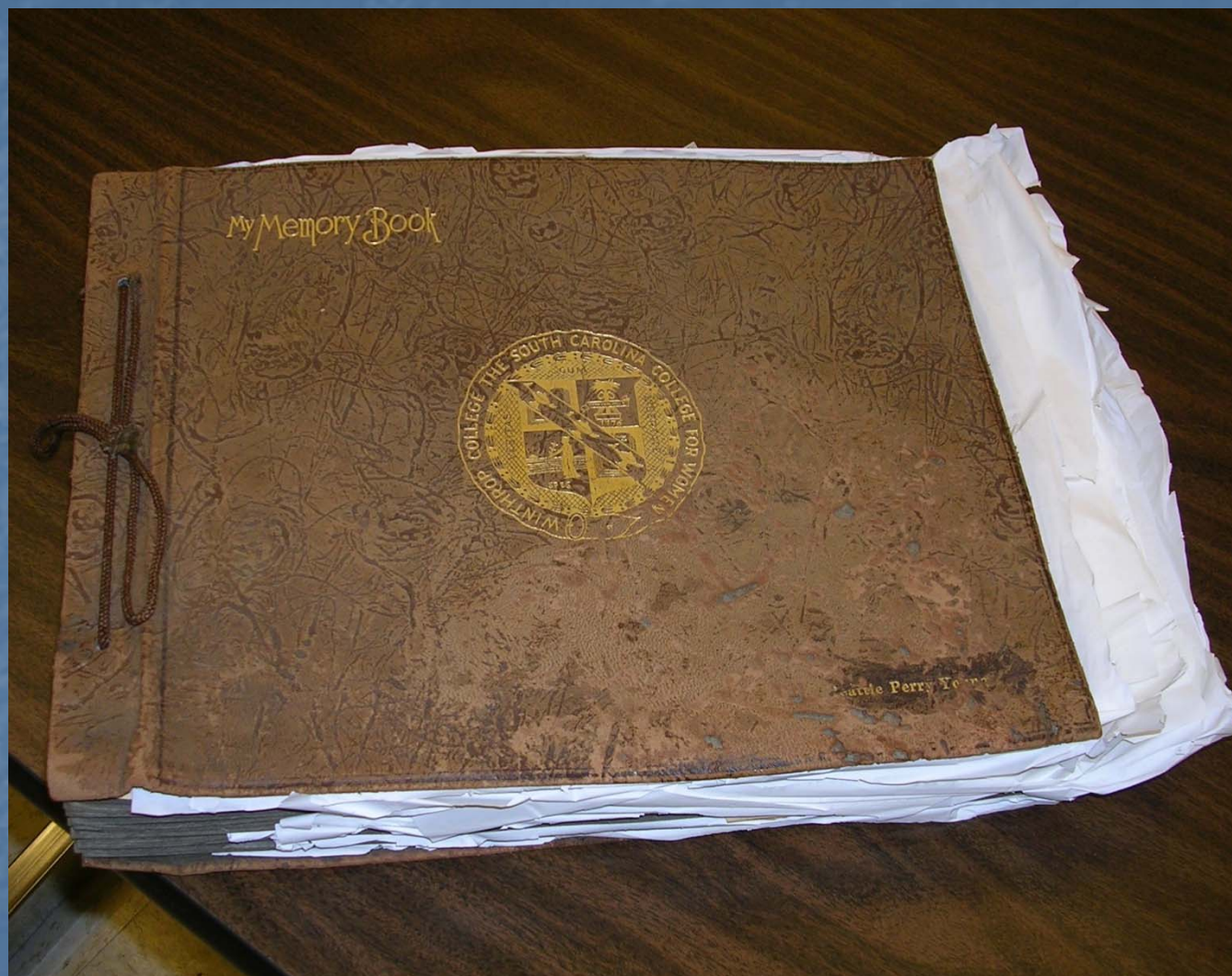




# Winthrop Archives Collections

- University Records
  - Board of Trustee records
  - President's records
  - Student records
  - Photographs
  - Scrapbooks







# Winthrop Archives Collections

- University Records
  - Board of Trustee records
  - President's records
  - Student records
  - Photographs
  - Scrapbooks
  - Memorabilia





# Annie Davis-Class of 1909 Trunk



# Winthrop Archives Collections

- University Records
  - Board of Trustee records
  - President's records
  - Student records
  - Photographs
  - Scrapbooks
  - Memorabilia
  - Many other types of records



she enjoyed seeing the place  
but was anxious to leave  
this morning. Annie Lee went  
to Lancaster with her and will  
come back Tuesday night.

Miss Genie is here too. It  
certainly is nice to have some  
of the family come to see you. I do  
wish I could see some of my  
homefolks.

I received the stampcase  
you sent me, and dear I  
appreciate it so much. It  
was so sweet in you to



Rock Hill, S.C.  
Dec. 26, 1903

My dear Rea,—

'Tis after ten  
o'clock but as they are having  
a reception until eleven we  
may keep our lights on  
till then.

Ben Hur was presented  
tonight with music and  
tableaux. I did not go so I  
don't know how it was.



December 22<sup>d</sup> 1882

22<sup>nd</sup> Weather moderate, all tolerable well  
sent some saw hides to the village  
to Charles Thompson to be tanned,  
No letter from Mrs Harris yet. I am almost  
crazy.

24 Christmas eve! How different from any  
that I have spent. Was raging in the land  
Husband away in the camp afraid to look  
into the dark and shadowy future.

Had a stack of hay hauled from forest  
bottom.

Sent John with the four eldest children  
in the rockaway to the village to spend  
the night and Christmas day. Let them  
have pleasure while they can.

A kind and merciful God is over us  
all.

25<sup>th</sup> Christmas day has passed off pleasantly. The  
negroes seem disposed to be quiet and obedient.  
The weather is scarcely cold enough for us to  
need fire. Sir, and Mary Harris have spent  
the day with me. We had a nice turkey  
for dinner. The children have got home  
from the village without accident, and  
better than all. I have had two ~~two~~ letters  
from my absent husband. I wished, last  
night for a letter from him, as the best thing  
I could have for a Christmas gift, and  
Fortune graciously sent me two.



# J.S. White and His Favorite Things of 1897



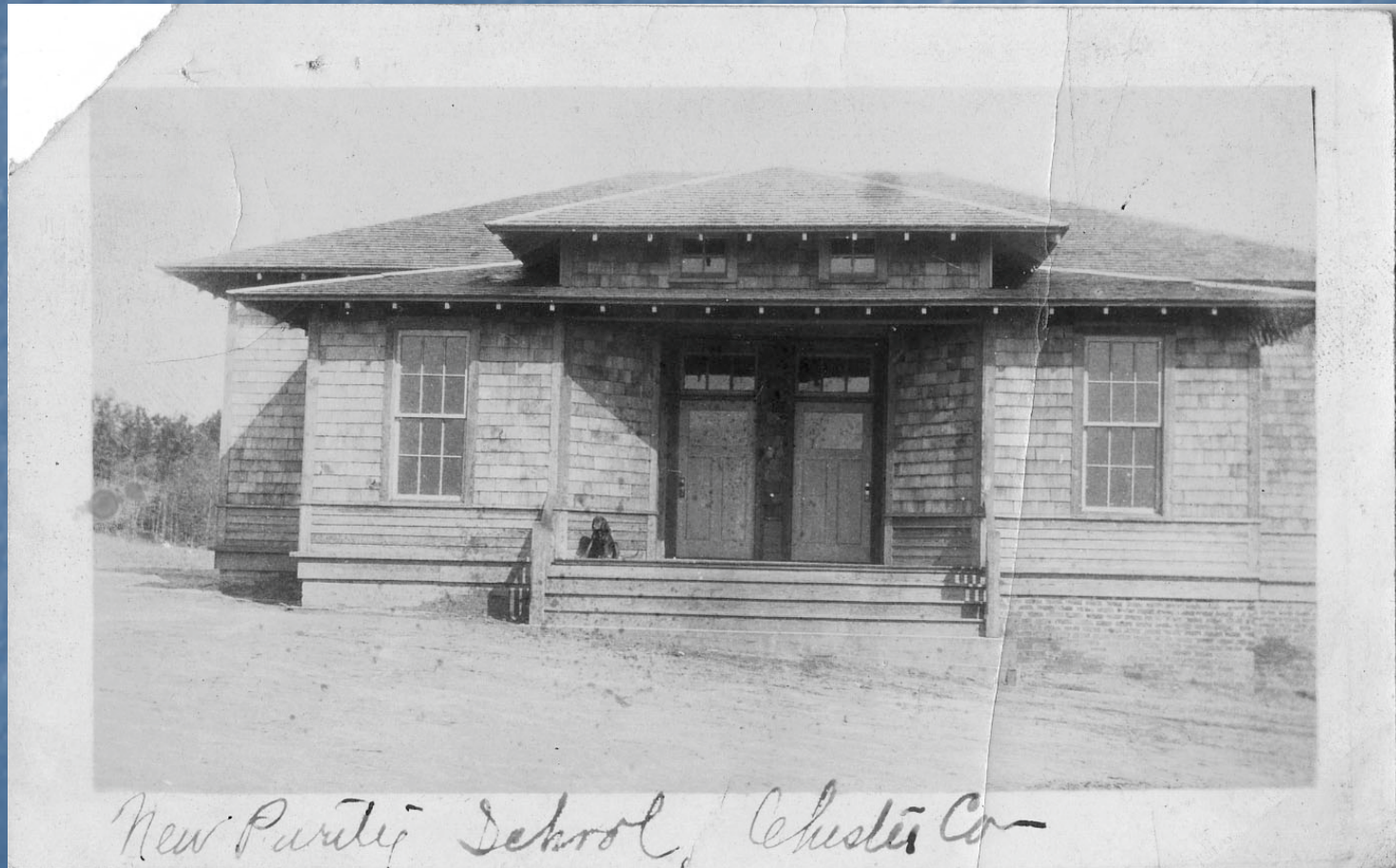


# Broad River Flood 1916 between Leeds and Carlisle, SC-Seaboard RR trestle- Man in foreground is Walker Crosby of Leeds





# New Purity School Chester Co. ca. 1920s



*New Purity School, Chester Co.*

# Winthrop Manuscript Collection

- Records Relating to South Carolina and Surrounding Areas
  - Family Papers
    - Letters
    - Diaries
    - Photographs
    - Legal and Financial papers







# Leeds School-Chester Co. October, 1924



# Winthrop Manuscript Collection

- Organizational Papers (Clubs, Businesses, Charitable Organizations. etc.)
  - Minutes
  - Reports
  - Correspondence
  - Financial Records
  - Photographs
  - Scrapbooks



# Special Collections

- Book Collection
  - Old and Rare Books
  - Books Signed by Author
  - Books by Faculty, Staff, Alumni and Students
  - Books with plates or removable inserts
  - Expensive books

# Other Collections at Winthrop

- Cuneiform Tablets





# Other Collections at Winthrop

- Cuneiform Tablets
- Medieval Manuscripts



**S**uper maria tua exalta  
tate tua: quoniam magni  
ficasti super omne nomen  
sanctum tuum.  
**I**n quacunque die uiuo  
auero te exaudi me: mul  
tiplicabis manna mea  
iustitiam.  
**C**onfiteantur tibi do  
minie omnes reges terre:  
quia audierunt omnia ver  
ba oris tui.  
**E**t cantent in hymno do

**D**ominus custodit te  
ab omni malo: custodiat an  
i mam tuam dominus.

**D**ominus custodiat i  
nitium tuum et exitum tu  
um: ex hoc nunc et usque in  
seculum. *Psalmus.*

**E**x profundis cla  
maui ad te domine  
domine exaudi vocem mea.

**E**rant aures tue inten  
dentes: in vocem deprecation  
is mee.



# Other Collections at Winthrop

- Cuneiform Tablets
- Medieval Manuscripts
- Audio-Visual Collection

# Other Collections at Winthrop

- Cuneiform Tablets
- Medieval Manuscripts
- Audio-Visual Collection
  - Films (35mm, 16mm, 8mm, etc.)
  - Audio (reel to reel, vinyl, cassette, etc.)
  - Video (umatic, VHS, beta, etc.)
  - Oral History Interviews









# Preservation Procedures

## (Basic)

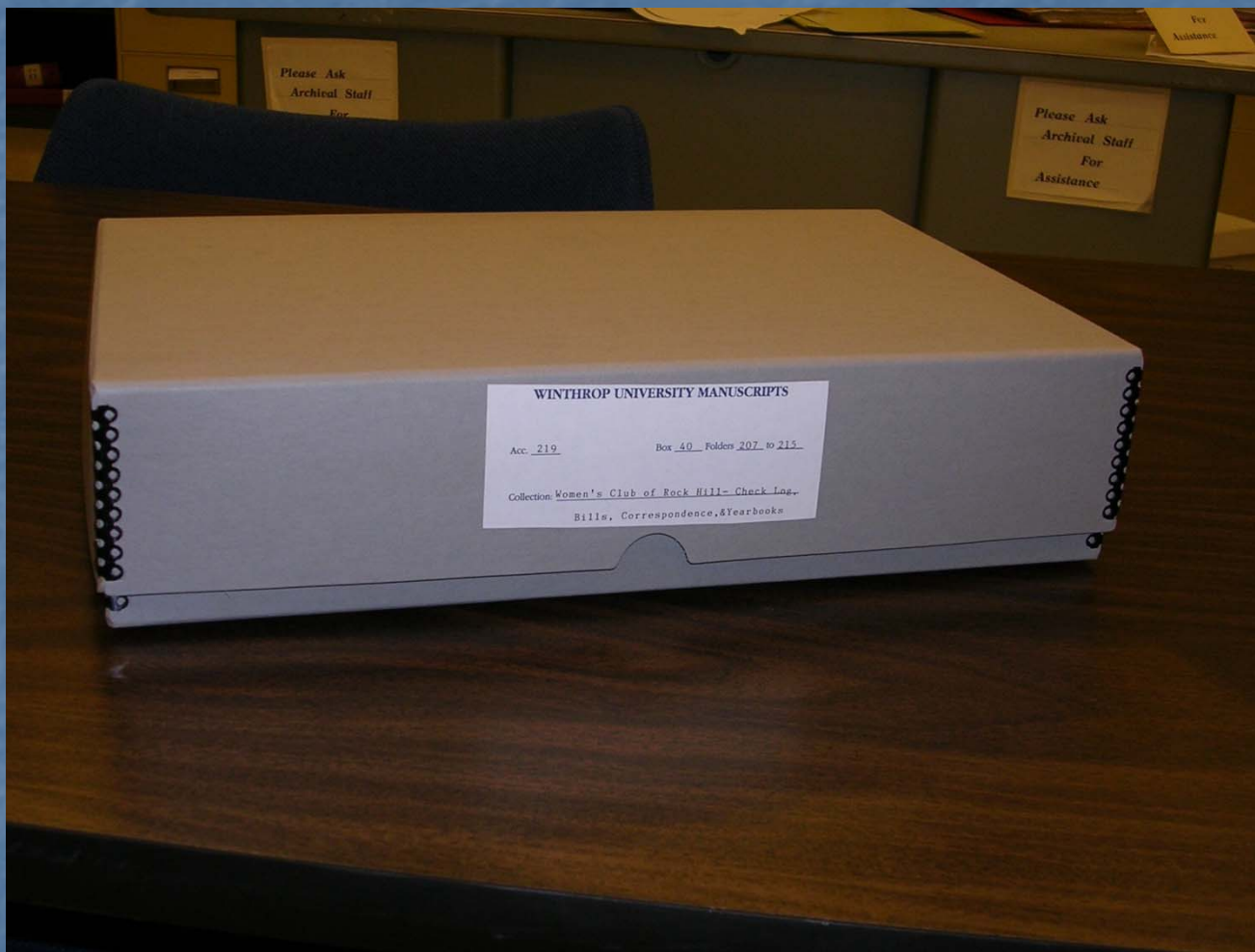
- Remove staples, paper clips, pins, rubber bands, any type of metal fastener that will rust or deteriorate and harm the item.
- Carefully unfold the item as much as possible

# Preservation Procedures

## (Basic)

- Place item or items in acid-free folders and boxes





[illegible]

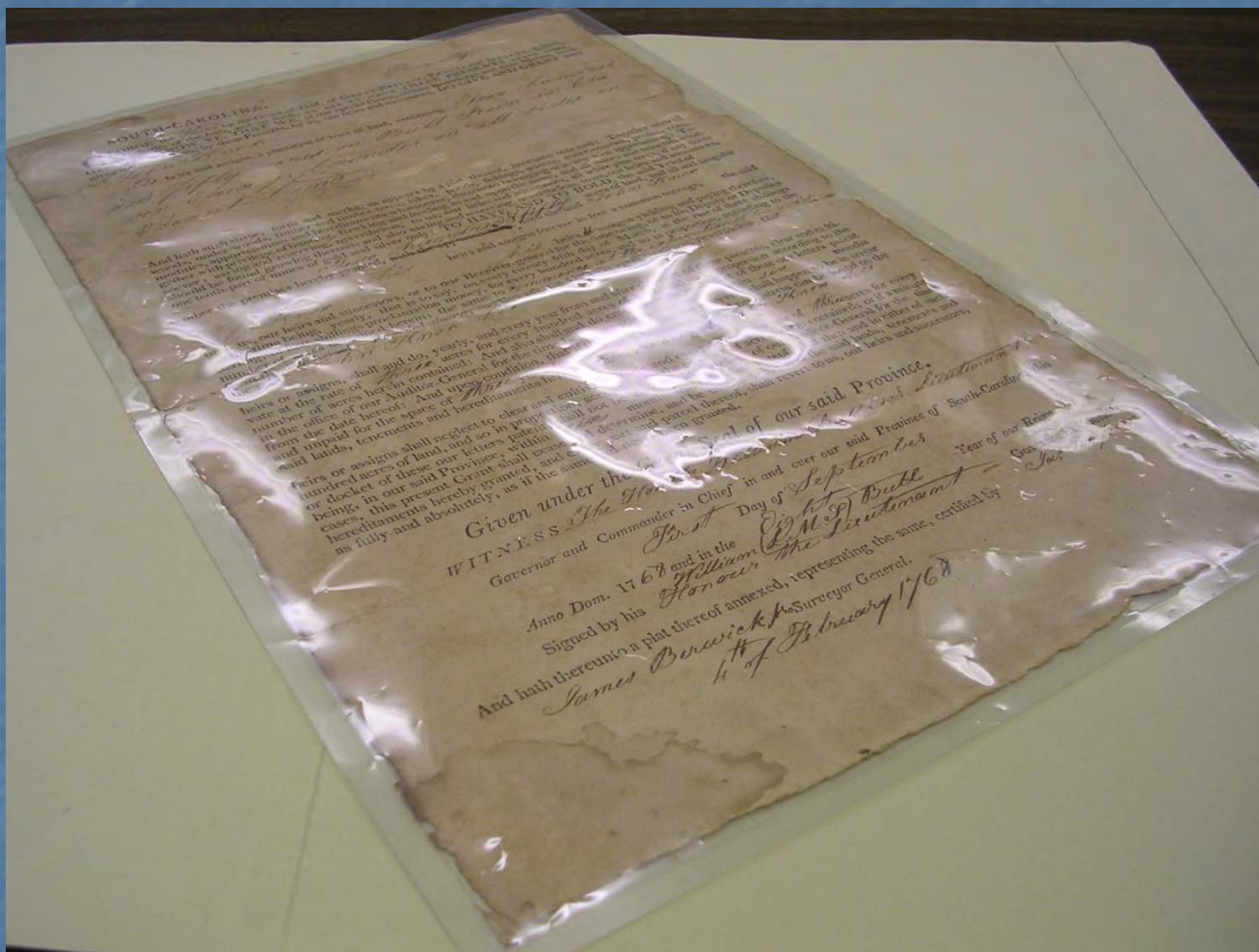


# Preservation Procedures

## (Basic)

- Place item or items in acid-free folders and boxes
- Keep boxes and folders in a room that does not have great fluctuations of temperature and humidity
  - Standard : 65°-68° F and between 45 and 55% relative humidity however a constant average will work fine





# Preservation Procedures

- Other Preservation Techniques
  - Encapsulation
  - Phase boxes

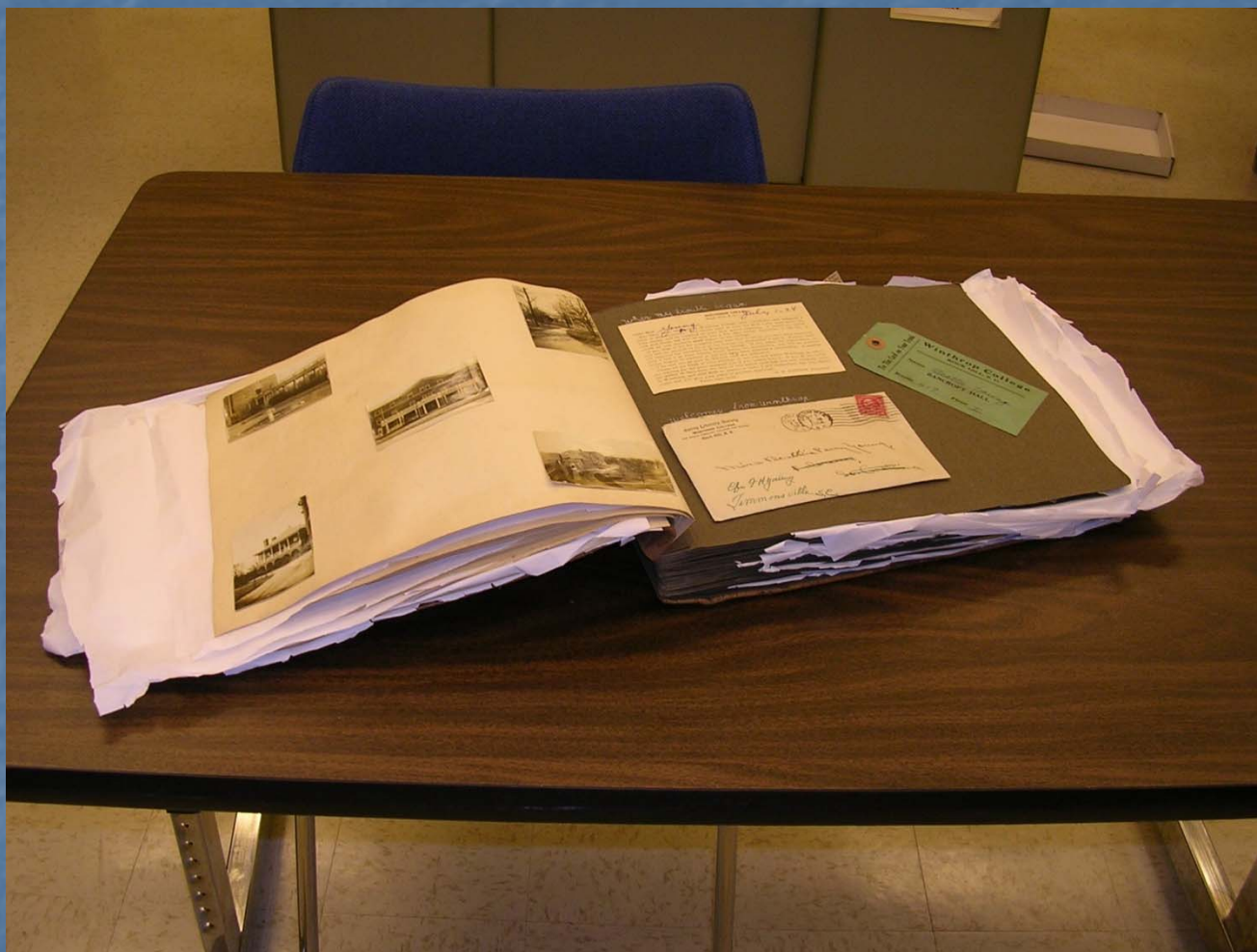






# Preservation Procedures

- Other Preservation Techniques
  - Encapsulation
  - Phase boxes
  - Digitization





[illegible]



# Preservation Procedures

- Do Not
  - Laminate
  - Tape



## SECTION B

EDITORIALS

FORUM

SPORTS

OBITUARIES

atched to left  
dated 13 December 1961  
S.L. Gentry & John  
G. Dinkins.

# The Charlotte Observer

FOUNDED 1886

Tuesday, Dec. 5, 1961

## COLLEGE INTEGRATION

### Winthrop Girl Considered Resolution 'Some Time'

By FRED SHEHEEN  
Observer Rock Hill Bureau

ROCK HILL, S. C. — A Winthrop College senior who proposed a resolution at the State Baptist Student Convention asking integration of Baptist colleges said Monday, "It's been on my mind for quite some time."

Jo Johnson's resolution was passed by an overwhelming vote at the 37th annual Convention of South Carolina Baptist students at Greenville last

weekend. The vote was 117 to 25.

The proposal was relatively brief. It said:

"Whereas, we, the Baptist students present at the 37th annual South Carolina Baptist Student Convention, feel that it is the inescapable responsibility of Christian institutions to give courageous leadership in times of social change, therefore, be it resolved:

"That we suggest that the trustees of the institutions of our convention give careful study to their responsibility and opportunity to open doors of knowledge and service to qualified students regardless of race or creed."

Miss Johnson said, "I had talked with different students about what should be done, and different things had been written down that might be proposed."

"This that was proposed, but roughly a combination of different people's feelings at the convention."

The Winthrop coed, who is from Wise, Va., said she takes "complete responsibility for the proposal."

"We realized that students, even though they had strong feelings, failed to express those feelings," she explained.

But once a student is under a definite feeling about something, she has a responsibility to other students and to herself to express her feelings.

"This thing has been on my mind for quite some time," she said. "And I felt that something definitely needed to be done."

She said she has heard no reaction since the resolution was offered in Greenville last Saturday.

Representatives of several state-supported colleges and private institutions attended the meeting. Winthrop had 63 girls there.

Miss Johnson is a psychology senior at Winthrop, the state-supported college for women.



# Preservation Procedures

- Do Not
  - Laminate
  - Tape
  - Glue



# Preservation Procedures

- Do Not
  - Laminate
  - Tape
  - Glue
  - Leave in direct sunlight

# Photographs

- Types
  - Daguerreotype









# Photographs

- Types
  - Daguerreotype
  - Ambrotype







# Photographs

- Types
  - Daguerreotype
  - Ambrotype
  - Tintype









# Photographs

- Types
  - Daguerreotype
  - Ambrotype
  - Tintype
  - Cartes de Visites



**A. Friedham ca. 1870s**



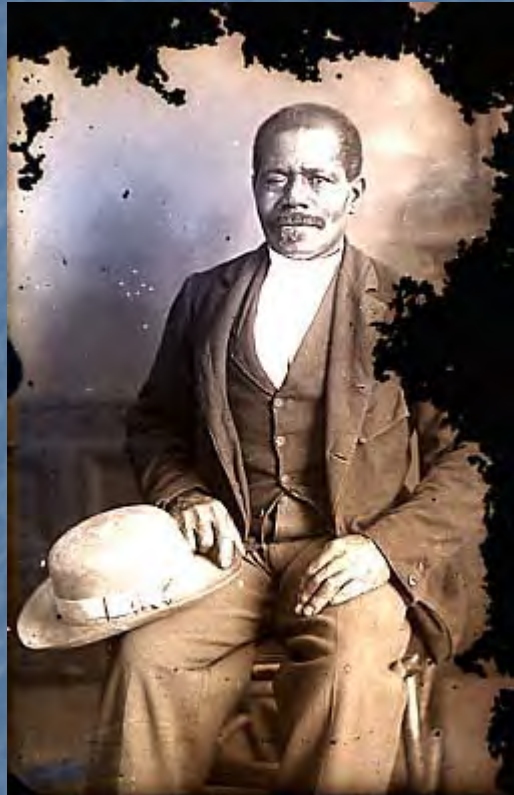
# Photographs

- Types
  - Daguerreotype
  - Ambrotype
  - Tintype
  - Cartes de Visites
  - Albumen Print



# Photographs

- Types
  - Daguerreotype
  - Ambrotype
  - Tintype
  - Cartes de Visites
  - Albumen Print
  - Glass plate negative















# Photographs

- Types
  - Daguerreotype
  - Ambrotype
  - Tintype
  - Cartes de Visites
  - Albumen Print
  - Glass plate negative
  - Color Print











# Photographs

- Types
  - Prints
    - On boards



ROCHESTER

ROCK HILL S C





Jeanie Sprunt & J.S. White April 1897



Sept. 3, 1903 Southern Old Twenty-Five derailed into Fishing Creek twelve miles west of Rock Hill. Seven killed.



# Photographs

- Types
  - Prints
    - On boards
    - On paper















# Photographs

- Types

- Prints

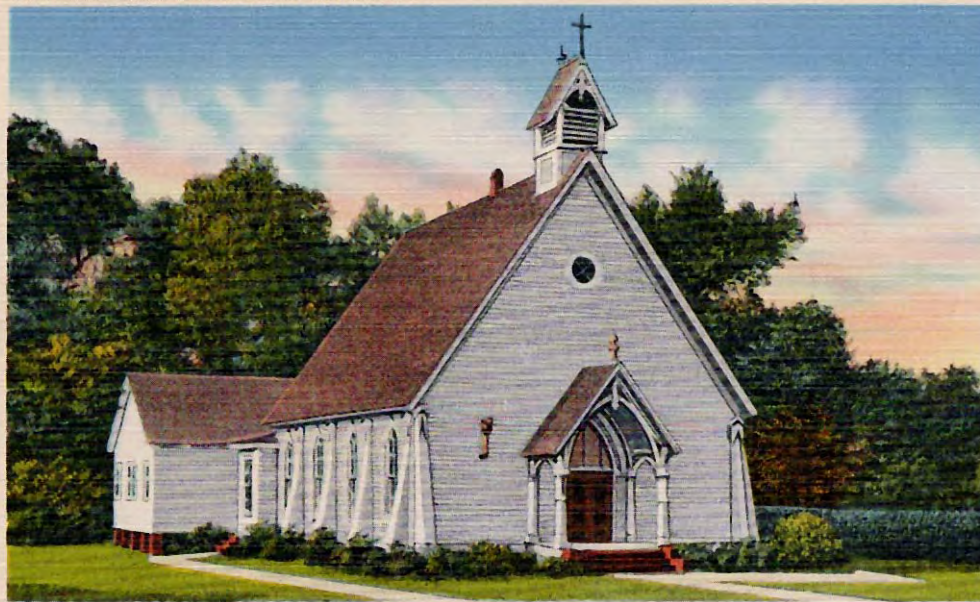
- On boards
    - On paper
    - On postcards



Rock Hill Postcard



St. Mark's Episcopal Church, Chester, S. C.



78417

# Photographs

- Types

- Prints

- On boards
    - On paper
    - On postcards

- Negatives

- Nitrate
    - Safety Film



# Labeling Photographs & Documents

- Never

# Labeling Photographs & Documents

- Never
  - Write in ink—Always use soft lead pencil







# Labeling Photographs & Documents

- Never
  - Write in ink—Always use soft lead pencil
- Simple Tips
  - Don't know date of item?
    - Photos-look for calendar or vehicle in background to find out the date

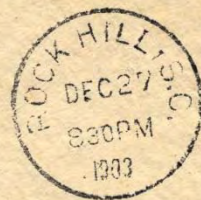




# Labeling Photographs & Documents

- Never
  - Write in ink—Always use soft lead pencil
- Simple Tips
  - Don't know date of item?
    - Photos-look for calendar or vehicle in background to find out the date
    - Letters-look for a postmark on envelope or some mention of historic event





Miss Rea DesChamps  
Bishopville,  
S.C.

# Preserving Our Past

- Deposit family or organizational papers in a professional institution
  - College or University
  - Historical Society
  - Public Library (some accept collections of papers some do not)
  - Other Museum or Archives



# Preserving Our Past

- If you choose to keep your papers in your house or organization's headquarters
  - Keep in place with relatively constant temperature and humidity
  - Remove all staples, tape, rubber bands, pins, etc. (anything that will harm the paper)
  - Separate photographs and newspaper clippings

# Preserving Our Past

- Put papers in some order (chronological, alphabetical, etc.)
- Place papers in acid-free boxes and folders
- Interleave scrapbooks or other items that have widely varying types of documents
- Create some sort of inventory or container list to make finding documents easier



# Preserving Our Past

- We don't know where we're going until we know where we've been

# INTERVIEWS



# INTERVIEWS

- Memory can fail you
- Memory can mislead you
- Memory can simply be wrong

Clear communication and thoughtful preparation of your goals for each interview will heighten your chances of success,

- Make clear preliminary arrangements with the people you will interview
- Ascertain who else is likely to want to participate
- Do not dismiss other people's input too quickly



# AT THE INTERVIEW

- Come to the interview with a list of questions that allow you to keep the interview on track
- Research time periods you will be discussing.
- [ourtimelines.com](http://ourtimelines.com) is resource
- Take notes during the interview. As well as recording or filming (with permission). Make sure all equipment is working. You can provide a document for interviewee to granting permission to use what is shared.
- Avoid questions that can be answered yes or no.

# AT THE INTERVIEW (CONT'D)

- Tell me what you liked about....
- Tell me about what you experienced...
- Do not provide information or conclusions- can you share what conclusions you have drawn from this experience
- Do not rush your interview. 1-2 hours and schedule another session
- repeat the interviews last words. Ask a question based on interviewee's last words



# INTERVIEW (cont'd)

- remain silent after the interviewee has spoken . Risk awkwardness for revelation. Silence on your part may give the interviewee time to word their thoughts in deeper response. Give them time to synthesize, analyze and share.
- Do you have anything else you want to add to what I have asked.
- Plan enough time to be with your subject. Elders move at a slower and many need another interview.

# ACTION

- List the missing information you need
- Who are the people who might provide this information.
- Plan ahead and set up interviews. Ask the interviewee to bring list of memory joggers
- In what ways could others contribute to the success of the interview. Identify them and invite them



# AT THE INTERVIEW

- Make a list of questions to ask during the interview.
- If you are recording, make sure all equipment is working. Make sure you have ample memory for a long interview
- Review your list of questions. Practice reading each one and re-word if necessary to be open ended questions.

# Dennis Ledoux

- All material has been authorized by Dennis Ledoux.
- Contact or join his web site and blog.
- [thememoirnetwork.com/lesson/interviews](http://thememoirnetwork.com/lesson/interviews)



## About this guide

The City of Rock Hill organized this guide to help individuals with personal research. The information provided here is not all inclusive – there are many places to locate information.

**Churches** – Records held by churches include parish and membership registers, organizational minutes, and directories. If there is a cemetery located on the church property, records of those burials as well as gravestones are good resources.

**Libraries** – In addition to local histories, many libraries have genealogical information compiled by local residents. Most libraries also have access to online resources not generally available to the public.

**Local school system** – If you know the schools your family members attended, those schools may have copies of yearbooks and other records.

**Historic and genealogical societies** – These organizations were founded in order to preserve the history of a particular area. Usually one or the other – or both – will have information you are searching for. If not, they may be able to help you locate additional information.

## Contact Us

If you have any questions, feel free to contact Janice E Miller, Historic Preservation Specialist.

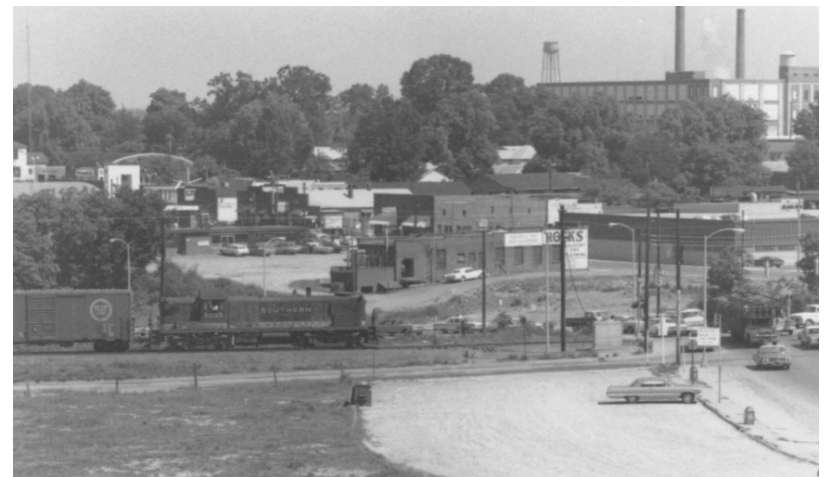
PO Box 11706  
155 Johnston Street  
Rock Hill SC 29731

Phone: 803.817.5129  
Email: [janice.miller@cityofrockhill.com](mailto:janice.miller@cityofrockhill.com)  
Web: [cityofrockhill.com/historic](http://cityofrockhill.com/historic)



# Research Rock Hill

**A resource guide for personal historic research**



## CITY OF ROCK HILL

[Above: West Black Street, June 1972, City of Rock Hill images]

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The activity that is the subject of this resource guide has been financed in part with Federal funds from the National Park Service, Department of the Interior, and administered by the South Carolina Department of Archives and History. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior or the South Carolina Department of Archives and History.

## Other Resources

### **National Archives and Records Administration (NARA)** **700 Pennsylvania Ave Washington DC – 866.272.6272** **[archives.gov](https://www.archives.gov)**

In addition to federal government historic records, NARA houses pre-World War I military records for US Army and Confederate veterans, Bureau of Indian Affairs, US Census, and Immigration and Naturalization Service, among others. Extensive genealogical research and workshops are available online. The Washington DC location is open to the public M-F, 8:45am-5:45pm. NARA has a number of facilities located throughout the US, including all the presidential libraries. For locations, go to [archives.gov/locations](https://www.archives.gov/locations).

### **Library of Congress (LOC)** **101 Independence Ave SE Washington DC – 202.707.5000** **[loc.gov](https://www.loc.gov)**

LOC is the nation’s oldest federal cultural institution, with a collection of items numbering in the millions. In addition to research at the facility in Washington DC, the LOC has an extensive digital collection available online, including city directories, newspapers, books, maps, and photographs. Contact library for research room hours as these vary by center.

### **Chronicling America Historic Newspapers** **[chroniclingamerica.loc.gov](https://chroniclingamerica.loc.gov)**

Chronicling America has an extensive digitized collection of newspapers from across the United States. These date from 1789 to 1963 and are researchable by location, date, and keyword.

### **Family History Library** **35 North West Temple Street Salt Lake City UT – 801.240.6996** **[familysearch.org](https://familysearch.org)**

Collection includes 1.4 million rolls of microfilm and 600,000 print items related to family histories throughout the United States. Open to the public M-F, 8am-9pm; Sat 9-5; Sun 1-5.



## Regional Resources

### **South Carolina Genealogical Society (SCGS) – [scgen.org](http://scgen.org)**

SCGS is a 501(C)3 organization dedicated to assisting in genealogical research through workshops and collection of genealogical records. The group publishes the Carolina Herald and Newsletter, composed of genealogy research articles submitted by members and affiliated chapters.

### **South Caroliniana Library – [sc.edu](http://sc.edu)**

#### **910 Sumter Street Columbia SC – 803.777.3131**

Holdings are comprised of 300 years of South Carolina and Southern culture, including manuscripts, genealogies, letters, diaries, unpublished family papers, and other printed records. A number of items have been digitized and are available for online research. Open M-F, 8:30-5; call prior to visit.

### **South Carolina State Library – [statelibrary.sc.gov](http://statelibrary.sc.gov)**

#### **1500 Senate Street Columbia SC – 803.734.8666**

Maintains extensive collections of historic material related specifically to South Carolina. Print materials are available onsite and through interlibrary loan with local libraries. Digital collections include books, state documents, photographs, and newspapers. A South Carolina State Library card is required to access digital newspaper content. The facility is open to the public M-F, 8:30-5.

### **South Carolina Department of Archives & History (SCDAH) – [scdah.sc.gov](http://scdah.sc.gov)**

#### **8301 Parklane Road Columbia SC – 803.896.6196**

SCDAH houses one of the most comprehensive state archival collections with over 325 years of South Carolina history, including legislative, land, court, military, county, and municipal records. Parts of the collection have been digitized and are available for online research along with detailed finding aids. Reference room is open Tues-Sat, 8:30-5.

### **South Carolina – Archives, Repositories, & Special Collections [sciway.net/lib/archives/html](http://sciway.net/lib/archives/html)**

Online list of additional South Carolina research resources.

### **South Carolina Historical Society – [schistory.org](http://schistory.org)**

#### **205 Calhoun Street, Charleston SC – 843.723.3225 x 114**

Housed at the College of Charleston's Addlestone Library, this collection contains manuscripts, letters, and journals. Online research is encouraged. Facility open by appointment only.

## Program Partners

### **Historic Rock Hill**



Historic Rock Hill is a membership-based 501(c)(3) organization founded to help preserve and protect Rock Hill's history and historic properties.

### **Louise Pettus Archives & Special Collections**



Winthrop University is home to the Louise Pettus Archives & Special Collections, a repository of historically valuable records related to Winthrop University and South Carolina history, especially the heritage of the Catawba region.

### **York County Library**



The York County Library system serves the community through five individual locations throughout York County, including Rock Hill, Clover, York, Fort Mill, and Lake Wylie. The system has a number of in-person and online resources available.

## Getting Started

The best way to start your personal history search is to establish a base by asking yourself two questions:

1. What do I want to know?
2. What do I already know?

If you want to know family members living in 1886, you'll have to start listing the family members you already know: mother, father, grandparents, great-grandparents, and so on. If that's all you want to know, then you've been successful.

But let's say you want to know more – Where did they live? Where are they buried? Where did they work? Where did they go to church? What did they look like?

At this point, the third question arises:

3. Where can I find more information?

While not all-inclusive, this guide was designed to help you find the resources to explore your own personal history. Because everyone has a history – they just need help finding it.

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***“The farther backward you can look, the farther forward you are likely to see.” —Winston Churchill***

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This guide cannot possibly include all the resources available for personal history research, and while every effort has been made to provide the most current information possible, errors can occur. Please contact facilities prior to making in-person visits.

## York County Resources

### **Catawba Indian Nation**

**1536 Tom Stevens Road Rock Hill –  
803.328.2427**

**[catawbaindiancrafts.com](http://catawbaindiancrafts.com)**

The Catawba Nation has an extensive archive and history of the Catawba Indian Nation available for research at the tribe's Cultural Center; please contact the facility for more information regarding access. The Cultural Center is designed to provide an overview of the Catawba culture and history. The facility is open to the public M-Sat, 9am to 5pm.

### **York County Genealogical & Historical Society**

**PO Box 3061 CRS Rock Hill 29732**

**[yorkcountyghs.org](http://yorkcountyghs.org)**

The York County Genealogical & Historical Society publishes *The Quarterly*, a magazine featuring articles on local genealogy and history. Please consult their website for information on obtaining copies of the magazine.

### **Museum of Western York County**

**3716 Woodlawn Street Sharon – 803.658.5025**

**[museumofwesternyorkcounty.net](http://museumofwesternyorkcounty.net)**

Founded in 2003, the Museum of Western York County holds archives devoted to several Western York County families and library collection composed of family and church histories as well as local, county and state histories. The museum itself has an extensive collection of artifacts on display. Open by appointment.

### **York County Records – [yorkcountygov.com](http://yorkcountygov.com)**

The York County Register of Deeds (803.684.8510) and Probate Court (803.684.8513) departments hold records having to deal with land ownership, estates, and marriage licenses. Some online research is available; contact either office for additional information. Staff is not available to do research; however, facilities are open by appointment.

## Historical Center of York County

**210 East Jefferson St York – 803.684.3948**

**[chmuseums.org/history-hc/](http://chmuseums.org/history-hc/)**

**M-F, 10am – 4pm**

**2<sup>nd</sup> Sat, 10am – 4pm**

The Historical Center of York County is one of several entities that make up the Culture & Heritage Museums system in York County. Opened in 1989, this facility serves as a repository for local and county records with the goal to collect, preserve, interpret, and maintain information of historic importance. Researchers conduct their own research at the facility; collection includes print and microfilm resources.

Holdings include:

- York County Probate and other Court records, 1786-1962
- Family papers and genealogies
- Photographs
- Maps
- Chester, Lancaster, & York County Korean War Veterans
- York County Teacher Certification cards
- Brownie Studio photograph collection
- American Revolution records specific to SC
- Junior Welfare League records
- Church & cemetery records
- Local newspapers
- Federal Census records
- Historical Center Genealogy database

Staff research available for a fee.

## Historic Rock Hill

**258 East White Street – 803.329.1020**

**[historicrockhill.com](http://historicrockhill.com)**

**Research area available by appointment**

Originally organized as the Midtown Preservation Society, Historic Rock Hill (HRH) was established in 1989 as a private non-profit organization geared at preserving a number of Rock Hill historic properties in danger of demolition. In addition to several homes located along East White Street and Marion Street, HRH also provided the groundwork to restore the Williams Gulf Station on Oakland Avenue and preserve Hermon Presbyterian Church on Dave Lyle Boulevard.

One of HRH's greatest achievements was the restoration and preservation of the historic White Home, which has been converted into a house museum as well as being HRH's main office. The White Home hosts a number of special events as well as being available for events such as weddings and corporate gatherings.

Holdings include:

- City of Rock Hill directories
- Photographs
- Preservation surveys
- Books on local history
- Magazines on local history



# Louise Pettus Archives & Special Collections

**700 Cherry Road – 803.323.2334**

**[libguides.library.winthrop.edu/archives/home](http://libguides.library.winthrop.edu/archives/home)**

**Research area available by appointment**

The Louise Pettus Archives & Special Collections is part of Winthrop University and holds a wide array of historic information available for outside researchers. Authorized by the Board of Trustees in 1977, the Archives was renamed after Winthrop graduate and noted York County historian, Louise Pettus, in 2006.

The Archives houses a vast array of valuable resources related to South Carolina history, especially with respect to those families and individuals who contributed to the history of the Catawba region. On a regular basis, the Archives displays a number of physical artifacts given to Winthrop over the years.

Holdings include:

- Manuscript collection
- Oral histories
- Photographs
- Family papers
- University archives
- Rare book collection
- Newspaper clippings related to Winthrop

Please note that due to limited staffing, Archives staff can provide assistance in locating information but cannot do research.

# York County Library (Main)

**138 East Black Street – 803.981-5858**

**[yclibrary.org](http://yclibrary.org) & [ychistory.org](http://ychistory.org)**

**M-Th, 9am – 8pm/F-Sat, 9am – 6pm**

**Sundays (Sept-May) 2 pm – 6 pm**

The York County Library (YCL) main branch houses York County's Local History area. The collection includes a wide variety of local, regional, and national historic resources, in print and on microfilm. Holdings include:

- Census indexes & microfilms
- Family and local histories
- York County estate, will, church, land, and other records
- Burial indexes of area church and family cemeteries and funeral home records
- Marriage and death notices
- Local newspapers on microfilm
- Local maps
- Genealogical source material available for states east of the Mississippi River, including New England, New York, Pennsylvania, Maryland, Virginia, North Carolina, Georgia, and Tennessee
- Access to online resources such as Ancestry Library, Fold3 Library Edition, and HeritageQuest Online

Please note that due to limited staffing, staff can provide assistance to locating information but cannot do research.

YCL is also host to YCHistory.org which provides digital access to a number of valuable resources for research, including newspaper articles, typed manuscripts, and church histories. The site also provides access to The News and Obituary Index, a subject-driven index of articles available on microfilm in the Local History area. Searching the index database with names and other information prior to your visit to YCL can provide you with the dates needed to find newspaper articles.



## CONTINUING EDUCATION EVALUATION FORM

**Name of Program:** Research Rock Hill Genealogy/Oral History Workshop

**Date:** February 9, 2021

**Facilitator(s):** City of Rock Hill

Please rate the following on a scale from 1 to 5 by circling the appropriate number:

1= strongly disagree (SD); 2= disagree (D); 3= neutral (N); 4= agree (A); 5 = strongly agree (SA)

	SD	D	N	A	SA
1. The topics of this continuing education session was interesting and/or relevant to my role with the City of Rock Hill.	1	2	3	4	5
2. The coordinators demonstrated comprehensive knowledge of the subject matter.	1	2	3	4	5
3. The coordinators conveyed the material effectively.	1	2	3	4	5
4. The coordinators were well-prepared and the session was well-organized.	1	2	3	4	5

**What was the most valuable part of this session?**

**What could have been done to improve this session?**

**Ideas for future continuing education topics:**