



LOCAL HISTORY
&
GENEALOGY
SERVICE REVIEW
2006

TEAM

Darlene Beck
Regional Reference Services Manager

&

The Spring Garden Road Reference Department

TABLE OF CONTENTS

EXECUTIVE SUMMARY	1
Purpose	1
Methodology	1
Local History and Genealogy Trends/Findings	1
The Library's Niche	2
The Library's Opportunities	2
Highlights of Recommendations	3
LOCAL HISTORY / GENEALOGY: A DEFINITION	5
TRENDS	6
Collection Trends	6
Internet Trends	6
Dedicated Physical Space Trends	7
Demographic Trends	7
Local Community Trends	7
Publishing Trends	8
Local History / Genealogy Service Trends	8
SCAN OF EXTERNAL SERVICE PROVIDERS	10
Regional	10
About the Service Providers	10
Awareness of Library Services	10
Trends from the Service Provider Viewpoint	11
Gaps Identified by the Regional Service Providers	11
Overlaps in Service	12
Service Provider Viewpoint: What the Library Could be Doing for Them	13
Community Service Providers	13
About the Service Providers	14
Awareness of Library Services	14
Trends from the Service Provider Viewpoint	14
Gaps Identified by Community Service Providers	14
Service Provider Viewpoint: What the Library Could be Doing for Them	15

INTERNAL SNAPSHOT	16
Overview of Local History Genealogy Services at Halifax Public Libraries	16
Halifax Public Libraries' Unique Collections/Services	17
Collection: Scope	17
Collection: Assessment	19
Reference Collection	20
Special Collections	20
Circulating Collection	21
Programs	21
Information Questions	22
Snapshot for July	22
Snapshot for October	23
Staff Expertise	24
 RECOMMENDATIONS	 26
 APPENDIX	 30
External Service Providers	31
Sample External Service Provider Interview Template	32
Core Reference Collection	34
Communities Assigned to Branches	36
Local History Programs – 2005	39
Halifax Regional Library Program Module Templates:	
“Researching the 1911 Census Online”	43
“Finding Your Roots:” Genealogical Research at the Public Library	45
“Genealogy and the Internet”	47
“Literary Walking Tour”	49
Local History and Genealogy Training Report	51
 BIBLIOGRAPHY	 53

EXECUTIVE SUMMARY

PURPOSE

The goals of this review are:

- To define future service priorities/directions for Central Reference Services. Local history/genealogy was selected as the first target area of the Central Reference review.
- To review local history/genealogy services to identify areas for service development.
- To identify additional target areas for the Central Reference Services review.

METHODOLOGY

The review consisted of both an external and internal scan of local history/genealogy services. The external review consisted of interviews with local service providers, a trends analysis, and a snapshot of services offered at other public libraries. The internal analysis consisted of a collections assessment, an inventory of the Library's current services, an analysis of its information questions and programs and an evaluation of its staff knowledge and expertise.

LOCAL HISTORY AND GENEALOGY TRENDS/FINDINGS

- Rapid growth in digitization initiatives
- Importance of local history/genealogy services for Central Libraries: staff expertise, in-depth/specialized collections, dedicated physical space (Local History Rooms)
- Aging population suggests ongoing future interest in local history and genealogy; genealogy currently one of the fastest growing interests in North America
- Recent developments in HRM suggest that heritage is a political priority
- Growth in local history/genealogy publishing
- Prevalence of local history/genealogy services in public libraries; services may include everything from research for a fee, original content creation to assuming the role of archives for their community
- Shrinking funding and volunteer base for heritage organizations

- The need for greater communication and awareness of local heritage organizations' collections, services and mandates

THE LIBRARY'S NICHE

Halifax Public Libraries' local history and genealogy service occupies a unique niche within the HRM heritage community. What differentiates the Library from other institutions is its focus on published heritage, its array of programs for all ages, its staff assistance, its convenient locations/hours and its inter-branch and inter-library loan system. No other heritage institutions in HRM operate a multi-location system nor have the convenient open hours that the Library offers. One of the Library's assets is "staff assistance." Many other heritage organizations have an expectation that users be independent researchers, and not require much direct assistance. The Library also has a number of unique resources not available elsewhere. There is no significant overlap in collections and services between the Library and other heritage institutions.

Many public libraries offer collections (and services) that Halifax Public Libraries do not. Some of these libraries also serve as their city's archives. However, it is also important to recognize that while other public libraries across North America own primary documents, photographs and artifacts, Halifax Public Libraries is situated in a community with an abundance of universities, specialized museums and archives. In addition, with the newly created Municipal Archives and the possibility of a future Halifax museum, it is certainly not advisable to consider expanding the Library's mandate to start collecting these types of materials. The Library also does not have the facilities or staff expertise that are mandatory for collection and preservation of archival materials.

Some services/collections offered by other public libraries are extremely labour-intensive: research for a fee; original content creation; indexes and finding aids; digitization etc. Halifax Public Libraries needs to carefully consider where it is going to invest its limited resources that will give it the highest ROI and not duplicate the products and services of other organizations.

THE LIBRARY'S OPPORTUNITIES

There are a number of opportunities for the Library to enhance its local history/genealogy service. Due to physical space constraints, some of these opportunities can not be realized until a new central library is approved. However, the Library can further develop its existing local history/genealogy service by building on its strengths and capitalizing on emerging trends.

Compared to other libraries, Halifax Public Libraries offers few digitized resources and limited access to some of its specialized resources. Digitization is a growth area for all types of heritage organizations and libraries. Customers have expectations of convenience, self-service and remote access which are most easily satisfied through online access.

The Library's lack of visual heritage resources and its limited primary documents do limit its digitization opportunities. A possible strategy for digitization would be to partner with community heritage groups that do own visual and primary resources to digitize their collections and make available on the Library's website. However, the Library should also thoroughly review its own collections/resources for potential digitization.

Current and future demographics suggest that interest in genealogy will continue to grow. The specialized collections, partnerships and expertise reside in SG- Reference Department. Although staff in Spring Garden- Reference have very good subject knowledge of local history, in-depth expertise in genealogy is currently concentrated in one person. To reduce the risk of expertise loss and to grow the service, the Library needs to cultivate in-depth expertise in additional staff.

There is a need for more awareness of the Library's local history/genealogy services in the heritage community. While 16 of the 25 service providers that were interviewed do make referrals to the Library, many were not familiar with its website, genealogy programs or the extent of its collections.

Based on a synthesis of trends and an internal/external scan of services, the following are recommendations for the local history/genealogy service:

HIGHLIGHTS OF RECOMMENDATIONS

Recommendations are organized under three Strategic Directions: Direct Service Delivery, Community Development, and Promotion. The complete list of recommendations and next steps are at the end of the report.

Strategic Direction: *Direct Service Delivery*

Recommendations for the existing and future Central Reference Services (see also "Community Development" below):

- It is recommended that local history/genealogy continue to be a priority of the current Spring Garden Road Reference Department

- Local history/genealogy is an important role of Central Libraries. It is recommended that local history/genealogy be a service priority of the future Central Library Reference Services
- It is recommended that the Library consider dedicated space in the form of a “Local History Room” in the future Central Library

The following are recommendations for service development (see also “Community Development” below):

- Pilot one digitization initiative (our own resources and/or in partnership with heritage groups)
- Develop genealogy service
- Review *Roots to the Past* (e-branch) for content, navigability etc.
- Maximize accessibility of the Library’s unique collections and finding aids
- Continue to develop the local history/genealogy collection. Evaluate the feasibility of adding collections no longer being held by regional service providers.

Strategic Direction: *Community Development*

- New Central Library - Local History Room: consider partnering with other organizations to provide space for their collections, exhibits and joint service.
- Investigate partnerships/funding opportunities with community heritage groups to create virtual exhibits/resources. (Digitization)

Strategic Direction: *Promotion*

- Develop promotion plan for local history/genealogy service and website
- To raise our profile in the regional heritage community, encourage conference/committee participation and networking by designated Reference staff

LOCAL HISTORY/GENEALOGY: A DEFINITION

Local history is the “collective memory” of a community. (*HRM Arts and Culture Sector Economic Impact Study*/Gardner Pinfold Consulting Economists Ltd, 2004)

“In the broadest possible sense, local history includes all aspects of a local area’s past– the economic, social, religious, political, cultural, and educational– because the past of a community is made up of many different layers.” (James H. Conrad, *Developing Local History Programs in Community Libraries*, 1989).

Local history collections can include “text books, local history books, family histories, documents, photographs, diaries, letters, newspapers, magazines, newsletters, fiscal records, historical artifacts, organizational records, memories of living witnesses and recordings of those memories, as well as other audio and video recordings, maps, art work and more.” (*Capture the History of Your Community* – <http://ice.emporia.edu/local/history>)

Local history collections are comprised of two types of materials: primary and secondary. Primary resources were created at the time of the historical event. Secondary resources are interpretations created after the event.

TRENDS

The most obvious trend in today's libraries is the sheer pervasiveness of local history/genealogy services. Local history and genealogy services appear to be an important and growing service area for public libraries. Local history publishing, in general, is also flourishing. Public libraries have always prided themselves on responsiveness and connection to their communities. Collecting their communities' histories is an important priority for most public libraries.

COLLECTION TRENDS

Perhaps public libraries have realized that what sets them apart from other libraries and bookstores, are their local history collections. Many of these collections are unique, rare, and sometimes, out of print. Libraries are also actively collecting everything from photographs to funeral programs. Acknowledging the value of local materials, libraries are making these rare and valuable materials accessible by cataloging "hidden" collections such as vertical files, as well as digitizing visual materials and other collections.

WorldCat, the world's largest library catalogue (OCLC's international database of library holdings) states the importance of local history collections by encouraging the contribution of local history materials to its holdings:

“....local history is a fast-growing discipline, and materials that appear of only local interest may in fact have broader appeal. The inclusion of local materials can be one of the richest contributions made to WorldCat.”

(<http://www.oclc.org/worldcat/contribute/guidelines/>)

INTERNET TRENDS

The influence and omnipresence of the Internet are indisputable. The Internet is a key information and educational resource, with many people going online daily to meet their information needs.

A significant number of public libraries across North America have created a web presence for Local History/Genealogy services on their websites.

A significant and widespread trend is the burgeoning growth in digitization projects. Online record indexes and research guides are also prevalent among public libraries. Archives, museums and libraries have recognized the value of making their unique and rare local collections accessible to a global audience. Some large-scale digital initiatives have captured media attention: *Time Magazine* named New York Public Library's *Digital Gallery* as one of the "50 Coolest Websites of 2005."

DEDICATED PHYSICAL SPACE TRENDS

There is a trend among libraries toward dedicated physical space for local history and genealogy service. Many central libraries feature a local history room dedicated to the history of their local communities. The London Public Library (Ontario), The Millennium Library (Winnipeg), the Seattle Public Library are just three examples of recently built central libraries that feature local history rooms. These rooms serve the dual functions of centralizing local history/genealogy resources for research/browsing purposes and showcasing these resources in a prominent, dedicated space.

DEMOGRAPHIC TRENDS

Although the "aging population" is a global trend, it is particularly pronounced in Nova Scotia. The literature indicates that interest in local heritage, and particularly genealogy, increases with age. Genealogy is reported to be one of the most popular hobbies in North America. Genealogy is also one of the most searched topics online. (*LJ Movers & Shakers March 15, 2006, p. 41*)

The current and growing "older" demographic suggests that interest in local history and genealogy should increase over time.

LOCAL COMMUNITY TRENDS

There are several indicators within the Nova Scotia community that suggest a renewed interest in heritage. The HRM Cultural Plan, the recently established Municipal Archives, and the provincial Heritage Strategy initiative, indicate community and political support for collecting,

preserving and making accessible heritage resources. In addition, a Nova Scotia Heritage portal is being developed; this will provide a gateway to heritage resources in Nova Scotia.

There is also discussion in the cultural and heritage community regarding the possibility of a future Halifax museum. This museum would provide a dedicated space to centralize historical artifacts which are currently dispersed among a number of organizations.

It would appear that Halifax Public Libraries' focus on the development of local history genealogy service is aligned with community interest and political priorities.

PUBLISHING TRENDS

Several years ago, Halifax Public Libraries' local history materials required a relatively small budget to sustain the collection. In recent years, the collection has required increasingly larger budgets to keep up with the growth in new titles. Although the largest local publisher, Nimbus, does not report a huge growth in the area of local history titles, they have observed increased growth in independent "self-published" community and family histories. Although titles produced by mainstream publishers have not increased in number, they report a healthy market for regional and local publishing.

LOCAL HISTORY / GENEALOGY SERVICE TRENDS

Libraries across North America offer an array of local history and genealogy services. Following is a snapshot of common services:

- **SEARCHABLE IN-HOUSE DATABASES:** Many libraries create "in-house databases" similar to Halifax Public Libraries' *Procite* and *Biography Index*; however, they tend to be available online and, therefore, are accessible and searchable by all staff as well as the public. Halifax Public Libraries' in-house database is only available at Spring Garden-Reference.
- **IMAGE DATABASES:** Many libraries have photo collections that have been digitized and made accessible via their websites.
- **CREATION OF INDEXES:** Some libraries create their own indexes for genealogical research e.g. birth, death & marriage announcements from local paper(s).
- **CENSUS RETURNS:** Some libraries purchase old city census returns on microfilm (for genealogical research).

- **ORIGINAL CONTENT CREATION:** Some libraries are content creators. Their staff write brief histories about local events– the history of their city/neighbourhoods, historic houses and people– and make the information accessible from their websites.
- **EQUIPMENT:** Some libraries have invested in their own electronic imaging equipment for digitization projects.
- **COLLECTION DIGITIZATION:** Some libraries have started to digitize portions of their collection, such as city directories, maps, and books, etc.
- **FEES FOR SERVICE:** A number of libraries charge fees for searching obituaries and other brief research.
- **LIBRARY HISTORY:** Many libraries have compiled and made available the history of their library systems. Library history is generally accessible from the local history pages of their websites.
- **PRIMARY SOURCES/ARTIFACTS:** Some libraries collect ephemera, diaries, letters, family histories, oral histories, etc.
- **INDEXES:** Many libraries provide obituary & cemetery indexes for genealogical research.
- **SPECIALIZED FACILITIES:** Some libraries provide archival preservation & security features.
- **SPECIALIZED STAFF:** Some libraries have an archivist or a designated Local History Librarian on staff.

SCAN OF EXTERNAL SERVICE PROVIDERS

A goal of this review was to conduct a scan of other local history/genealogy service providers in the Halifax Regional Municipality. The purpose of the scan was to determine who offers what, whether they were familiar with Library services, to identify gaps in services, overlaps in services, trends, and potential partnerships. None of the service providers interviewed provided the Library with referrals to other service providers that the Library was not already aware of.

Twenty-seven organizations were identified across HRM as being involved in local history and/or genealogy. (*See Appendix: External Service Providers*). Sixteen of the service providers were identified as having a regional scope or mandate. Eleven service providers were identified as having a specific community focus. Interviews were conducted using a pre-defined interview template. (*See Appendix: Service Provider Interview Template*).

In the following pages, the results of both the **regional** service provider interviews and **community** service provider interviews are provided:

REGIONAL SERVICE PROVIDERS

About the Service Providers

- All have a Web presence.
- Few provide online catalogue access but may have inventories or finding aids.
- Most answer queries via email.

Awareness of Library Services

- Thirteen of the 16 interviewed made regular referrals to Halifax Public Libraries.
- Ten of the 16 regional service providers were completely unaware of the Library's *Roots to the Past* website.
- Many did not know the Library collects all resources printed in Nova Scotia about Nova Scotia. Several were surprised to learn the Library purchases a lot of local history titles, and not just HRM related topics.
- Several of the organizations did not realize the Library offered anything in the way of genealogy.

Trends from the Service Provider Viewpoint

- **GENEALOGY:** Almost every organization identified genealogy as an ever growing pursuit. A couple of institutions noted that they were surprised that visitors to Halifax were aware of their existence. A sub-category is the increased interest in WW I & WW II. As veterans pass away families are seeking information on their war records.
- **IMAGES/DIGITIZATION:** Almost all identified this as crucial (from both a preservation point of view & and an access point of view). Some, like the Archives, already have a large digital collection on their website. Demand is increasing. Researchers expect “everything” to be digitized, available on-line, and free to access.
- **PUBLISHING INDUSTRY:** More and more local titles are being published, and there is more interest from the television and film industries in local stories.
- **FUNDING:** There is an increasing demand for services, but without the necessary increase in funding.
- **VOLUNTEERS:** Volunteer pool is shrinking. The public expects institutions to do the work that used to be done by heritage groups or volunteers, i.e. programming, indexing, digitization, etc.
- **HERITAGE RESOURCES:** Some resources (photos, records, artifacts) are being lost because NSARM no longer accepts these items. People don't know where to donate these materials.
- **CHANGING MANDATES:** Two of the regional service providers are redefining their mandates: Archives (NSARM) are no longer collecting secondary sources. Legislative Library is no longer collecting family histories and private records.

Gaps Identified by the Regional Service Providers

GAP	LIBRARY'S RESPONSE
The need for more digitization locally	See recommendation at the end of report
More communication and networking among heritage organizations in order to reduce the risk of duplication in services etc.	This may be addressed in the near future through the provincial Heritage Strategy, HRM Cultural Plan, and the Heritage portal. For the Library's role, see recommendations under "Create Awareness of Local History Genealogy Service" (LHGS).

GAP	LIBRARY'S RESPONSE
The need for a Master Index to Surnames in Nova Scotia records.	This is a considerable undertaking. It is a potential project for a multi-organization partnership. Not recommended that the Library addresses the gap at this time.
Courses for beginners in Genealogy research	The Library currently offers 2 beginner genealogy programs/year. This is an opportunity to partner with other organizations such as GANS. This may indicate the need for more promotion. See recommendations at the end of the report. (under "Develop Staff Expertise;" "Develop Genealogy Service;" and "Create Awareness of LHGS").
NSARM is no longer collecting and maintaining Regional newspapers. <i>This will be a major gap within the heritage community.</i>	The Library currently subscribes to the major Regional dailies & weeklies, but it does not retain them longer than 6 months. See recommendation at the end of the report (under "Collection Development.")
The need for more cross-promotion of resources, services, web-links and collections within the heritage community .	This is addressed in the interim provincial Heritage Strategy report. Regarding promotion of our service, see recommendation at the end of the report (under "Create Awareness of LHGS").

Overlaps in Service

- **COLLECTIONS OVERLAP:** There are collection overlaps between Halifax Public Libraries and some organizations, including NSARM, Municipal Archives, Cambridge Military Library, and N.S. Legislative Library. The difference is that the Library collection is broad and general, while these institutions specialize in a subject area in-depth. Three of the Library's unique features are its large lending collection, its accessibility in terms of hours/ staffing and online catalogue access.
- **SERVICE OVERLAPS:** All of the regional service providers answer queries; some, like the Library, answer queries by email. GANS has offered Genealogy programs. Service overlaps between the Library and other heritage institutions are not significant. Services of the regional service providers and the Library are complementary rather than competing.

Service Provider Viewpoint: What the Library Could be Doing for Them

SUGGESTIONS	LIBRARY'S RESPONSE
Pier 21 is planning an expansion and would like assistance in locating resources for research and museum preparation.	The Library is providing assistance via its participation on their Advisory Committee. As the Pier 21 Research Centre is closer to completion, the Library can re-visit its role with this.
Pier 21 would like our assistance in provision of service to their users (i.e., faxing obituaries, listings from City Directories to them), and help providing genealogic consultation.	This is a service the Library already provides on an "ad hoc" basis. The Library should formalize its role when Pier 21's Research Centre is closer to completion.
GANS would like to deposit their collection in a new Central Library (preferably within a Local History Room or the Reference Department). They indicated that they may like to have office space within the Library.	See recommendation at the end of the report (under "Central Library").
The Legislative Library suggests that the Library be a point of referral for genealogy.	The Legislative Library was not fully aware of the scope of the Library's collection and service. See recommendations at the end of the report (under "Develop Genealogy Service" and "Create Awareness of LHGS").

COMMUNITY SERVICE PROVIDERS

These service providers are staffed exclusively with volunteers. They are very knowledgeable about their local communities, but are generally less aware of the broader heritage community.

Not surprisingly, these smaller, mostly volunteer run organizations, had much more to suggest when asked what the Library could be doing for them than did the regional service providers (who are staffed and funded).

Nine of the eleven community service providers were interviewed. Two are only open in the summer and were not available to be interviewed.

About the Service Providers

- All have a web presence
- Several will answer queries by email (but do not advertise it)
- Almost all are staffed by volunteers
- Some acquire seasonal staffing through grants
- Funding: some did qualify for municipal and provincial grants, but most rely on donations, membership fees & fund-raising

Awareness of Library Services

- Only 3 of those interviewed made regular referrals to Halifax Public Libraries
- Five were unaware the Library offered any services in the area of local history/genealogy
- Seven were unaware of the *Roots to the Past* website
- Several are members of The Council of Nova Scotia Archives, but few had any other partners

Trends from the Service Provider Viewpoint

- Interest in genealogy is on the increase
- Most of the work is done by volunteers
- People want images, documents and oral histories to be available on the Web
- Schools are starting to request class visits or displays

Gaps Identified by Community Service Providers

GAPS	LIBRARY'S RESPONSE
Community service providers are less aware of how to access funding.	For some joint projects, the Library could apply for grants. See recommendation (under "Digitization Initiatives").
No one is collecting the history of newer communities; local history must be captured as it happens.	Although the Library is not a "content creator," it does collect <i>published</i> community histories.

GAPS	LIBRARY'S RESPONSE
Community service providers lack the time to do research.	Not recommended that the Library assumes this role. Its role is to facilitate and guide research.

Service Provider Viewpoint: What the Library Could be Doing for Them

SUGGESTIONS	LIBRARY'S RESPONSE
One organization suggested that the Library take a leadership role in collecting, advertising & promoting heritage in the community.	There is a provincial Heritage Strategy that addresses promotion. Regarding promotion of Library services, see recommendation at the end of the report (under "Create Awareness of LHGS").
Suggestion that the Library has a brochure to advertise its services.	See above.
Display HRM tourism cards to promote community heritage resources.	This can be accommodated.
Assist/partner in research.	Not recommended that the Library assumes this role at this time. Its role is to guide and facilitate research.
Several suggest that the Library provides space for their collections.	This is a potential role for the new Central Library. See recommendation at the end of the report (under "Central Library/Local History Room")
Suggestion that the Library partners to catalogue their holdings.	Due to resource implications, not recommended that the Library assumes this role.
Advise groups on collection management.	This might be accommodated on an "ad hoc," but not an ongoing basis. Also, depends on the nature of the collection.

INTERNAL SNAPSHOT

OVERVIEW OF LOCAL HISTORY /GENEALOGY SERVICES AT HALIFAX PUBLIC LIBRARIES

Halifax Public Libraries plays a key role in collecting, preserving, promoting and making accessible the “collective memory” of our community. Whereas many organizations, museums and archives in the Halifax Regional Municipality specialize in collecting/preserving photographs and other historical artifacts, Halifax Public Libraries specializes in “published local history.” The scope of published heritage is broad, encompassing the history of local communities, culture, events, people, customs, folklore, language and genealogy. Published heritage includes newspapers, government documents, magazines, books and audio-visual materials.

Although the Library’s strength and focus is published heritage, it also offers a diverse selection of local history and genealogy services such as programs/workshops for all ages, resource lists/finding aids, space to do research, staff expertise, specialized equipment, reference service and a local history/genealogy website for self-directed learning. Library service include:

- Information/research support to writers, the media, the film industry, students and the general public researching local history
- An extensive local history and genealogy website: *Roots to the Past*.
- Online “Ask a Librarian” and online “Homework Help” services, providing answers to local history and genealogy questions
- Local history and genealogy workshops and programs; schooltime programs with “local history” content
- Promotion and celebration of cultural diversity via African Heritage Month, Asian Heritage Month and Mi’kmaq Heritage month events
- Promotion of heritage resources through publication of printed and online Resource Lists
- Support of local publishers and writers through book launches and author reading events
- A large, diverse collection of Nova Scotia local history/genealogy materials
- Fifty years of local history clipping files
- Directional/referral services in person and via the website through links to other heritage organizations and agencies
- Resource-sharing with heritage organizations/associations: local donations and collections, faxing of journal articles, Inter-library loan service which is heavily used by genealogists
- Equipment such as microfilm readers/scanners/printers

- Provision of space in select library branches to display visual heritage (photographs, art, etc.)
- Indexes, finding aids and a local history database to facilitate research
- Provision of space to ethno-cultural groups to hold programs and workshops celebrating their own culture and history
- Co-operative collection development: participation on APLA exchange and partnership with GANS
- Community depository for family genealogies, community histories and other local history materials. Halifax Public Libraries receives many valuable collection donations from the public.

HALIFAX PUBLIC LIBRARIES' UNIQUE COLLECTIONS /SERVICES

The Library offers a number of unique products and services not available elsewhere:

- **EXTENSIVE NEWSPAPER CLIPPINGS:** This collection is unique in the Halifax area.
- **BIOGRAPHY INDEX:** A unique index to over 50 years of clippings about local notables
- **PROCITE INDEX:** Over 33,000 bibliographic entries listing local magazine articles and clipping files
- **JOURNALS (FAXING):** The Library faxes materials to other libraries and institutions, as well as participates in a national Inter-Library Loan network.
- **GENEALOGY BEGINNER PROGRAMS:** The Library provides these throughout the 14 branches servicing HRM.

COLLECTION: SCOPE

The Halifax Public Libraries is dedicated to collecting all resources published about Halifax Regional Municipality and the province of Nova Scotia. Resources that do not meet the subject scope, but are created by Nova Scotian authors, will be considered for the collection.

The library collects a limited range of materials about New Brunswick, Prince Edward Island and Newfoundland/Labrador, as they relate to the overall general history and culture of the Atlantic region.

Some New England States materials are also collected as they relate to Nova Scotia's colonial period.

The local history and genealogy collection consists of the following formats:

- books
- cd-ROMs
- microform
- municipal, provincial and federal government documents
- newspapers
- photographs
- scrapbooks
- dvds
- maps
- serials
- vertical file clippings
- videos
- yearbooks

At present, the library does not actively collect archival documents, artifacts, postcards, provincial telephone directories or unpublished manuscripts. Any donations of the above formats are considered on a case by case basis.

The local history collection is very broad in scope. Materials are collected but not limited to the following topics:

- art and architecture
- atlases and gazetteers
- bibliography
- biography
- business
- city directories
- community history
- cookery
- county history
- crime
- culture
- education
- ethnic-cultural groups
- events/disasters
- geography
- history
- immigration
- industry
- institutional history
- language
- literature
- military
- natural history
- paranormal
- performing arts
- politics
- provincial history
- religion
- science and technology
- seafaring
- social issues
- sports
- telephone directories
- transportation
- travel and description

One copy of each resource is held in the main local history and genealogy collection at the Spring Garden Road Reference Department. Additional copies are made available for circulation as funds allow. Resources of interest to specific communities will also be placed in the appropriate branch reference collection.

Genealogy Collection

Because many of the primary genealogical resources are available at the Nova Scotia Archives and Records Management-Public Archives, the Halifax Public Libraries focuses only on collecting materials which provide guidance or facilitates access to the most common genealogical resources.

Early Nova Scotian history also extends into geographic areas now known as Prince Edward Island, New Brunswick, and the New England States. Genealogical materials for these geographical areas are collected when applicable, and as funds allow.

Some notable geographic or ethno-cultural areas of interest to Nova Scotian genealogists are Acadian, African-Nova Scotian, American, Asian, Eastern European, English, Foreign Protestants, French, German, Irish, Lebanese, Loyalists, Mi'kmaq, Planters, Scottish and Welsh resources.

With the exception of the circulating "How To" manuals, the majority of the genealogy collection is available at the Spring Garden Road Reference Department.

The Halifax Public Libraries collects:

- directories to research facilities
- genealogical newsletters and journals of interest to Nova Scotian researchers
- heraldry encyclopedias
- "How To Conduct Genealogical Research" manuals, handbooks, etc
- indexes to primary records
- published Nova Scotian family histories
- surname dictionaries
- transcriptions of primary records

COLLECTION: ASSESSMENT

A seven month assessment (June 2005 – January 2006) of the local history and genealogy collection was conducted. This included a survey of materials using Horizon as well as branch visits by the selector. The branch visits included an evaluation of the branch's materials and special collections, weeding, observations of how materials were housed and discussions with senior branch staff about their local collection. Prior to the branch visits, the selector established a list of core collection titles that should be available at every branch.

The core collection consists of books which are general in nature and accessible from the grade eight to university reading levels. A few are currently out of print but are considered classic works in their subject area. The five broad subject categories for the core collection are Nova Scotia provincial and community history, significant Nova Scotian events, ethnic groups, biography, and Nova Scotian natural history.

Except for some out of print titles, the majority of the Core collection is now in place at all branches. (*See Appendix: Core Titles*)

REFERENCE COLLECTION

Each branch of the Halifax Public Libraries has a local history and genealogy reference collection relating to their catchment area communities. Resources in each branch-specific local history and genealogy collection include local history books, vertical files of newspaper clippings, museum/ historical society newsletters, maps, free community newspapers, government documents, school yearbooks, scrapbooks, etc. Some local history titles are too rare or too fragile to be housed in the branches. They have been sent to Spring Garden Road Reference Department for long-term storage. The local history selector, in consultation with the branch managers, have “assigned” specific communities to each branch, to ensure that future resources will be added to the appropriate branch’s reference collection. (*See Appendix: Communities Assigned to Branches.*) There will be some overlap between branches. For example: Woodlawn and Cole Harbour are interested in some of the same communities. Sackville branch has materials related to Halifax County, in order to serve the Mobile Library communities.

SPECIAL COLLECTIONS

Some branches, such as Captain William Spry and Bedford, house unique collections of books and photographs, which belong to the local historical societies. Many of these groups donate materials specifically to a local branch and these materials are not available at Spring Garden Road Reference Department. Most branches have a long-standing relationship with the major heritage groups/archives/museums within their community. Partnerships include local programming, workshops, book launches and other community celebrations. Donations to the branch local collection are tied to these partnerships. Alderney Gate receives an annual donation from the IODE to purchase local titles for their collection. Scott Manor donates to the Bedford Library each November.

North Branch is a memorial to the Halifax Explosion and houses a Halifax Explosion collection of books and artifacts. The Spring Garden Road Reference Department is a memorial to World War I and World War II and houses an extensive local military collection. The Alderney Gate branch has an extensive collection of Dartmouth and Eastern Shore materials, known as the Ralph Hawley Dartmouth Collection.

Spring Garden Road Reference Department has the most comprehensive LHGS collection in the system. The Spring Garden Road branch is the main depository for both circulating and reference copies of local materials. The SG-Reference collection includes:

- Atlases, Gazetteers & Maps (e.g.: City Atlas of Halifax 1838-1920)
- City & Provincial Directories (e.g.: Halifax/Dartmouth City Directory 1869-2000)
- Telephone Directories (e.g. Halifax-Dartmouth & County 1915 - present)
- Clipping Files (e.g. Halifax County- History to 1968)
- Government Documents/Municipal Records (e.g. City Council Minutes 1890-)
- Community Histories
- Newspapers (e.g. Chronicle Herald 1880 -)
- Periodicals (large backfile of local periodicals)
- Indexes (includes in-house finding aids: Biography Index, Procite etc.)

CIRCULATING COLLECTION

The branch collection assessment revealed that many branch circulating collections showed heavy circulation wear and tear. The local history collection is well-used. There were also a great many titles which were out of date or of passing interest. These items were weeded from the branches. Worn-out popular titles were replaced and high-demand recently published material were ordered. Every branch manager expressed the need for more circulating copies of local materials.

PROGRAMS

There were approximately 50+ local history/genealogy programs offered during 2005. (*See Appendix for 2005 programs and attendance stats*). Each university course that featured local content /subject matter was counted as “one” program. The local history programs are a combination of youth and adult programs– information programs, school-time programs, book launches, author readings, heritage month programs, university courses, and film screenings.

The attendance numbers range from 2 to 140. Because the range of topics under “local history” is so broad, it is difficult to *definitively* identify trends in the area. In general, many of the school-time programs that featured local history content, attracted a good-sized audience. However, there are many variables which can influence attendance such as proximity to branches, transportation for schools, weather etc. Genealogy programs generally draw 25 to 35 attendees, which are respectable numbers for adult programs. Some programs, such as the Literary Walking Tour, are very popular and always have a waiting list to attend. Many African Heritage Month programs draw a large audience, particularly at Halifax North. Programs featuring well-known events such as the Halifax Explosion also seem to be very popular; however, even lesser-known topics can draw an audience if the topic is community-specific and held at the Branch which serves the community.

Program modules have been recently developed for regionally (Reference Department) provided programs: *Researching the 1911 Census Online; Finding Your Roots: Genealogical Research at the Public Library; Genealogy and the Internet.* (See **Appendix: Program Modules.**)

NOTE: Most of the programs with local history content are planned and initiated at the branch level. Only the genealogy programs are planned and delivered centrally by Reference staff. Although public programs are sometimes offered by other organizations, no other organization offers the broad range of programming topics for all ages that the Library does. In addition, the Library is able to offer programs across Halifax Regional Municipality at fourteen locations, and the programs are free.

INFORMATION QUESTIONS

A snapshot of Information Questions was analyzed for the periods of July 4-16, 2005 and October 16-30, 2005. System-wide, local history and genealogy questions do not represent a significant percentage of the Library’s information questions. For both July and October, the majority of local history/genealogy questions were answered at Spring Garden Road Reference, followed by Alderney Gate. According to the July snapshot, 9.22% of the Information questions at SG-Ref were local history/genealogy questions. In October, 5.4% of Spring Garden Reference’s questions were local history/genealogy. This is *significant* in that it is one of the largest “subject” categories of questions answered by the department.

SNAPSHOT FOR JULY

There were 121 local history/genealogy questions system-wide during the two weeks in July. The questions fell into the following categories: Genealogy: 68; Places/Things: 17; General Local History: 16; People: 13; Events: 7

It is interesting to note the largest category of questions in July were genealogy questions. This confirms the Library's impressions that many visitors take the opportunity to research their family history while vacationing or returning home to Nova Scotia. The majority of genealogy questions were answered at SG-Ref: 46. The remaining 22 genealogy questions were answered among 8 branches.

The Number of Local History / Genealogy Questions by Branch:

SG:	57 (Ref-54/ALS-3)
AG:	16
KG:	12
CWS:	11
N:	8
CH:	5
B:	2
DN:	2
S:	2
W:	2
HDS:	2
T:	1
MH:	1

SNAPSHOT FOR OCTOBER

For the 2 weeks in October, there were 159 local history/genealogy questions system-wide. The questions fell into the following categories: Places and Things: 79, General Local History: 29, Genealogy: 19, People: 17, Events: 15,

The number of questions in "Places and Things" indicates the popularity of community history, which can include a defined community such as Moser River to as small an area as a street e.g. Spring Garden Road. "General Local History" captured periods of history or general topics such as Black NS history, Maritime Rights etc. The "People" category included well-known figures such as Alexander Graham Bell, Maude Lewis etc.

Historical events such as the sinking of the Titanic, Halifax Explosion were captured under "Events". Because of the similarity in questions among some of the branches, one can assume that some of the local history/genealogy questions in October were for school projects.

The Number of Local History / Genealogy Questions by Branch:

SG:	51 (Ref-43/ALS-8)
AG:	20 (ALS-18/YS-2)
T:	18
KG:	17
S:	11
B:	8
CH:	7
CWS:	6
W:	5
HDS:	5
N:	4
H:	3
DN:	2
SH:	1
MH:	1

STAFF EXPERTISE

The expertise in local history and genealogy resides in Spring Garden Road Reference Department. In addition, the selection of system-wide local history/genealogy materials has always been the responsibility of the Spring Garden Road librarians.

Three of the librarians (including the Manager) have subject knowledge in the area of local history. The in-depth genealogy expertise is concentrated in one person. To reduce risk of expertise loss and to grow the service, the Library needs to cultivate expertise in additional staff.

All Information Desk staff of Halifax Public Libraries (122) have recently completed a half day local history and genealogy training as well as a practice tutorial. Halifax Public Libraries' staff now have a basic understanding of local history and genealogy and are able to provide service at their branch at the expected level. (*See Appendix: Training Report.*)

One of the Spring Garden Road Reference Librarians (Joanne McCarthy) has significant ties to the heritage and genealogy communities. She currently participates on the following listservs:

- Librarians Serving Genealogists
- Council of Nova Scotia Archives Listserv
- HRM Heritage Listserv
- NSRoots
- CAN-NS-Halifax-L Listserv
- Nova Scotia-L Listserv

- Canada-L Listserv
- NSPL Reference Contacts Listserv

In addition, she monitors/participates in local history/genealogy blogs.

She serves on the following committees:

- Genealogical Association of Nova Scotia - Vice President
- Council of Nova Scotia Archives - Education Committee
- Pier 21 Research and Education Advisory Committee
- Queen Elizabeth High School - Archives Committee

She is a member of:

- Council of Nova Scotia Archives
- Federation of Nova Scotia Heritage
- Genealogical Association of Nova Scotia

For networking, training and community profile reasons, it is of vital importance to participate in the heritage and genealogy communities.

RECOMMENDATIONS

Recommendations are organized under three Strategic Directions: *Direct Service Delivery*, *Community Development*, and *Promotion*. **NOTE:** These would form the basis of a multi-year plan with resource allocations and a time-line.

Strategic Direction	Recommendation	Current Status	Next Steps
Direct Service Delivery	Central Library: Local History/ Genealogy is a Service Priority	Local history/genealogy is currently a service priority of SG- Reference: in-depth collections; staff expertise; training initiatives, etc. originate from SG- Reference	Local history / genealogy is a service priority of many Central Libraries. It is recommended that it be a priority for any future Central Library (Reference Dept.)
Direct Service Delivery	Central Library: Dedicated Space (Local History Room)	Currently there is no dedicated physical space in the form of a Local History Room	Local History Rooms are integral to the design of many Central Libraries. It is recommended that a Local History Room be considered for the new Central Library.
Community Development			Information or Learning Commons is a current Reference design which brings together multiple services at one service point for customer convenience. Consider partnering with other organizations to provide space for their collections, exhibits & potentially, joint service.

Strategic Direction	Recommendation	Current Status	Next Steps
Direct Service Delivery	Digitization Initiatives	Halifax Public Libraries currently has no digitized collections on its website.	Establish criteria for digitization: i.e., uniqueness, current/future demand, accessibility, preservation, etc.
			Identify library collections that meet digitization criteria.
Community Development		Halifax Public Libraries has few visual collections for digitization.	Investigate partnerships/ funding opportunities with community heritage groups to create virtual exhibits/ resources. Pilot one joint project.
Direct Service Delivery	Develop Staff Expertise	All Information Desk Staff have received introductory training in local history/ genealogy.	Track new Information Staff to ensure that they receive training.
		Genealogy expertise is concentrated in one staff person	Provide periodic "refresher" training.
Direct Service Delivery	Develop Genealogy Service	Currently, the Library offers two genealogy programs a year. (Program modules have been developed for 3 genealogy programs.)	Offer a minimum of 4 genealogy programs / workshops per year, possibly in partnership with other organizations.
		The Library has some genealogy resources.	Assess the collection for possible expansion, with an emphasis on electronic collections wherever possible.

Strategic Direction	Recommendation	Current Status	Next Steps
Promotion	Create Awareness of Local History/Genealogy Service	Although individual programs and resources are regularly promoted, the service and website have never been promoted as a "whole."	<p>Develop promotion plan for Local History/ Genealogy Service.</p> <p>To raise its profile, encourage networking, conference attendance and participation in the regional heritage/ genealogy community by designated Reference staff.</p>
Direct Service Delivery Promotion	<i>Roots to the Past</i> Website: Continuous Improvement	The website was developed two years ago and should be re-visited for navigability, content, live links to the catalogue, etc.	Review <i>Roots to the Past</i> and align with website development plans.
Direct Service Delivery Promotion	Maximize Accessibility	There are a number of unique "hidden" collections/finding aids that are not accessible via the catalogue: Information Files, Biography Index, Procite Index, etc.	Investigate ways of making these collections and finding aids more visible to potential users by cataloguing and/or digitization.
Direct Service Delivery	Collection Development	<p><i>Collection Development activities accomplished in 2005:</i></p> <p>The scope and mandate of the collection has been informally established.</p> <p>Branch reference & circulating collections have been weeded and evaluated.</p> <p>A list of core reference titles has been established; the majority of core titles have been ordered for the branches.</p>	<p>Formally document the local history/genealogy collection policy, outlining the scope and mandate of the collection, acquisition policies and procedures.</p> <p>Increase branch funds and/or reallocate funds to replace high demand worn circulating materials.</p> <p>Add new titles to the core list as appropriate.</p>

Strategic Direction	Recommendation	Current Status	Next Steps
		Several external service providers suggest that the Library expands the collection to hold items that they no longer collect.	Evaluate the ROI of adding these collections that are no longer held by regional heritage service providers.

APPENDIX

- External Service Providers
- Sample Service Provider Interview Template
- Core Collection Titles
- List of Communities Assigned to Branches
- LHGS Programs: 2005
- Program Modules
- Training Report
- Bibliography

EXTERNAL SERVICE PROVIDERS

Community Local History/Genealogy External Service Providers	Regional Local History/Genealogy External Service Providers
<ul style="list-style-type: none"> • Chezzetcook Historical Society • Cole Harbour Heritage Farm • Dartmouth Historical Association • Dartmouth Heritage Museum • Fultz House • Lake Charlotte Area Genealogy & Archive Centre/Memory Lane Heritage Village (opens in July) • Mainland South Heritage Society • Middle Musquodoboit Agricultural Society • Rockingham Heritage Society • Scott Manor House • Waverley Heritage Museum 	<ul style="list-style-type: none"> • Army Museum Halifax Citadel • Black Cultural Centre for Nova Scotia • Cambridge Military Library • Citadel, Library/Archives of the Halifax Citadel • Dalhousie University Archives & Special Collections • Genealogical Association of Nova Scotia • Heritage Trust of Nova Scotia • HRM Municipal Archives • Maritime Command Museum (Admiralty House) • Maritime Museum of the Atlantic • N.S. Archives and Record Management • Nova Scotia Legislative Library • Nova Scotia Museum/History Section • N.S. Sport Hall of Fame • Pier 21 • Royal Nova Scotia Historical Society

SAMPLE SERVICE PROVIDER INTERVIEW TEMPLATE

Organization Name:	
Address:	
Founding Date:	
Organization History:	
Hours of Operation:	
Contact Person:	
Phone Number:	
Fax Number:	
Website:	
Ask a Service:	
E-Mail Address:	
Expertise:	
Organization Purpose:	
Programs/Services/ Collections:	
Source of Funding:	
Types of Users:	
Number of Users: Open to Public?	
Staff:	

Current Use of Library:	
Awareness of the Library's Local History & Genealogy Service:	
What could the Library be doing for you?	
Partnerships:	
Other Service Providers: (not identified in Partnerships)	
Community Info. Needs/Gaps/Trends:	

CORE REFERENCE COLLECTION LOCAL HISTORY / GENEALOGY

- **Acadians: Peoples of the Maritimes**, by Henri-Dominique Paratte. 1998.
- **Africville: the Life and Death of a Canadian Black Community**, by Donald H. Clairmont. 1999.
- **Atlantic Canada: A Region in the Making**, by Margaret Conrad. 2001.
- **Beyond Heroes: A Sport History of Nova Scotia**, by Sandy Young. 1998.
- **Blacks: Peoples of the Maritimes**, by Bridglal Pachai. 1996.
- **Canadian Genealogical Sourcebook**, by Ryan Taylor. 2004.
- **Famous Nova Scotians**, by Murray R. Barkhouse. 1994.
- **Genealogical Research in Nova Scotia**, by Terrence Punch. 1998.
- **Genealogist's Handbook for Atlantic Canada Research**, by Terrence Punch. 1997.
- **Great Maritime Achievers in Science and Technology**, by George MacBeath. 2004.
- **Great Maritime Inventions**, by Mario Theriault. 2001.
- **Halifax Street Names**, by Shelagh Mackenzie. 2002.
- **Halifax: The First 250 Years**, by Judith Fingard. 1999.
- **Halifax, Warden of the North**, by Thomas Raddall. 1948.
- **Illustrated History of Nova Scotia**, by Harry Bruce. 1997.
- **In the Wake of the Alderney**, by Harry Chapman. 2000.
- **The Last Billion Years: A Geological History of the Maritime Provinces**, by the Canada Atlantic Geoscience Society. 2001.
- **Maritime Firsts**, by Dan Soucoup. 1996.
- **Mi'Kmaq: Peoples of the Maritimes**, by Stephen Davis. 1996.
- **The Natural History of Nova Scotia**, by Derek S. Davis. 1996.
- **Nova Scotians At Home and Abroad**, by Allan Marble. 1987.
- **One City, Many Communities**, by Alfreda Withrow. 1999.
- **Place Names of Atlantic Canada**, by William Hamilton. 1996.
- **Place Names and Places of Nova Scotia**, by Public Archives of Nova Scotia. 1967.
- **Shattered City: the Halifax Explosion and the Road to Recovery**, by Janet Kitz. 2004.

- **Titanic Remembered: the Unsinkable Ship and Halifax**, by Alan Ruffman. 1999.
- **We Were Not the Savages**, by Daniel Paul. 2000.

Developed June 2005

COMMUNITIES ASSIGNED TO BRANCHES

AG	Heights Harrietsfield Herring Cove Jollimore Ketch Harbour Lakeside Leiblin Park Parkdale Peggy's Cove Pennant Portuguese Cove Pennant Purcell's Cove Sambro Sandy Cove Shad Bay Spryfield Terence Bay Thorn Hill Timberlea Whites Lake Williamstown	DN Dartmouth North Dartmouth HN Africville Armdale Fairview Halifax Rockingham KG Africville Armdale Bedford Beechville Birch Cove Devil's Island Fairview Greenwood Hts. Halifax Hammond's Plains Harmony Park Kearney Lake Killarney Lakeside Parkdale Timberlea	MH Bayer Settlement Beech Hill Chezzetcook Clam Harbour DeBaies Desert Hartlin Settlement Jeddore Lake Charlotte Little Harbour Lawrencetown Musquodoboit Hbr. Ostrea Lake Owls Head Hbr. Oyster Pond Petain Petpeswick Hbr. Pleasant Point Seaforth Ship Harbour Southwest Cove Three Fathom Hbr. Harbour Upper Lakeville S Antrim Beaver Bank Bedford Brookvale Caribou Mines Carroll's Corner
B			
Cole Harbour Dartmouth Devil's Island Eastern shore Halifax Lawlors Island McNabs Island Sable Island			
CWS			
Armdale Bald Rock Bayside Bear Cove Beechville Boulderwood Cowie Hill Crystal Crescent Devil's Island Dover, East & W. Duncan's Cove Fairview Ferguson's Cove Greenwood	CH Cherry Brook Cole Harbour Dartmouth Eastern Passage Lake Echo Lawrencetown McNabs Island Porter's Lake Preston		

Chaplin	Upper	Pleasant Harbour	Indian Harbour
Chaswood	Musquodoboit	Pope's Harbour	Lake of the Woods
Cooks Brook	Waverley	Port Dufferin	Lewis Lake
Dean	Wellington	Quoddy	Ingramport
Devon	Wellington Station	Sheet Harbour	McGrath's Cove
Dutch Settlement	Windsor Junction	Ship Harbour	Middle Village
East Milford	Wyse's Corner	Spry Bay	Peggy's Cove
Elderbank		Tangier	Queensland
Elmsvale		Watt Section	Shad Bay
Fall River	JDS		Seabright
Fletcher's Lake			Stillwater Lake
Fraser Settlement	Black Point	SGR	Tantallon
Glenmore	Boutilier's Point		Timberlea
Goffs	Hd. Of St.	All of Halifax	Whynacht's Point
Grand Lake Station	Margaret's Bay	County	Yankeetown
Grono Road	Hubbards	Devil's Island	
Higginsville	Ingramport	Halifax	
Hutchison	Lunenburg County	Lawlor's Island	W
Settlement	Mason's Point	McNab's Island	
Kent	Queensland	Sable Island	Cole Harbour
Kinsac			Cow Bay
Lake Egmont			Dartmouth
Lindsay Lake	SH	T	Devil's Island
Lockview Road			Eastern Passage
Markland	Beaver Harbour	Bayside	Lawlor Island
Maroon Hill	Caribou Gold	Beechville	McNab's Island
Meagher's Grant	Mines	Black Point	
Middle	DeBaies Cove	Bline Bay	
Musquodoboit	Ecum Secum	Boutilier's Point	Bookmobile
Murchyville	Harrigan Cove	Dover, East & W.	
Newcomb Corner	James Settlement	Five Island Lake	Antrim
Oakfield	Marinette	French Village	Brookvale
Old Holland Road	Moosehead	Glen Haven	Caribou Gold
Oldham	Mooseland	Glen Margaret	Mines
Pleasant Valley	Moose River	Greenwood	Caroll's Corner
Sackville	Moose River Gold	Heights	Chaplin
Sheet Harbour	Mines	Hackett's Cove	Chaswood
Road	Moser river	Hammonds Plains	Cook's Brook
South Section	Murphy's Cove	Hd. of St.	Dean
Springfield Lake	Mushaboom	Margaret's Bay	Devon
	Necum Teuch	Hubley	Dutch Settlement

East Milford
Elderbank
Elmsvale
Fraser Settlement
Glenmore
Goff's
Grono Road
Higginsville
Hutchinson
Settlement
Kent
Lake Egmont
Lindsay Lake
Markland
Meagher's Grant
Middle
Musquodoboit
Murchyville
Newcomb Corner
Oakfield
Oldham
Pleasant Valley
Sheet Harbour
Road
South Section
Upper
Musquodoboit
Wyse's Corner

NOTE: Communities were assigned in consultation with Branch Managers. Community assignments are for collection purposes.

LOCAL HISTORY PROGRAMS – 2005

Guide Issue	Program	Target Group	Branch	Stats
Jan / Feb	Spice, Cosmography & the Inventing of North America (SMU)	Adult	Spr. Garden	29 (avg)
	The Founding & Settlement of Lunenburg – Jan 6- Mar 31 / noon (SMU)	Adult	Spr. Garden	48 (avg)
	Genealogy Resources on the Web – Jan. 26 / 7 pm	Adult	Keshen	33
	Puppet Show (George Dixon) – Feb. 1 / 1:30 pm (AHM) – Feb. 2 / 10:30 a.m. – Feb. 23 / 10 am	Grades 4-6	Halifax N. Musq. Hbr. Woodlawn	17 51 60
	African Heritage Youth Quiz – Feb. 9/ 12:30 pm ; – Feb. 10 / 1:30 pm Youth Quiz championship – Feb. 17 / 7 pm	Grades 7-9	CH; HN Halifax N.	20 140
	Brother to Brother (NFB film screening) – Feb. 9/ 7 pm	Adult	D' North	45
	Older Stronger Wiser (NFB film screening) – Feb. 9/10am	Adult	Halifax N.	35
	Seven Shades of Pale (NFB film screening) – Feb. 10/7pm	Adult	Spr. Garden	10
	Road to Freedom: The Story of Black Migration to NS – Feb. 11/ 10 am	Gr.10- 12	Keshen	40

Guide Issue	Program	Target Group	Branch	Stats
	Woman of Distinction: Dolly Williams – Feb. 16/ 10 am	Adult	Halifax N.	33
	Black Firsts – Feb. 24 / 1:30 pm	Gr. 4-6	Halifax N.	37
	The Best of Reel Black Film Night (film) – Feb 21 / 7 pm @ Oxford – Feb 23/ 10 am	Adult	Keshen Halifax N. (Women’s Group)	6 13
	Biography of James Robinson Johnson (book launch) – Feb. 24/ 7 pm	Adult	Halifax N.	60
	Honour Before Glory (film screening) – Feb. 26 / 2 pm	Adult	Tantallon	11
	Hymn to Freedom (film screening) – Feb. 26 / 11 am	Adult	Cole Hbr.	50
Mar. / Apr.	Pictures of the N’west Arm (Author Reading) – Apr.14 /2 pm	Adult	Keshen Goodman	28
	Kids Book of Black Canadian History (Author Reading) – Apr. 20 / 10 am – Apr. 21 / 10 am	Gr. 5-6	Keshen Spr. Garden	50 70
	Harry Thurston (Author Reading) – Apr. 27 / 7 pm	Adult	Cole Harbour	25
May/ June	Soul Voyage: The Story of Joshua Slocum (Author Reading) – May 19 / 2 pm	Adult	Keshen	18
July/ Aug.	Extra! Extra! Money Pit Discovered! (Oak Island) – July 7 / 2:30 pm	Age 8 +	Alderney	12
	Maritime Folk Music – July 14 / 2 pm	All Ages	Keshen	18
Sept./ Oct.	SMU Extension Course: African Nova Scotian Culture – Sept. 8-Dec15 / 6:45 pm	Adults	Halifax N.	30
	Let’s Go Mooseheads – Sept. 14 / 7 pm	Adults	Keshen	2
	Quillwork Presentation & Workshop w/ Marlene Joudry – Sept. 27 / 6:30 pm	All Ages	Halifax N.	20

Guide Issue	Program	Target Group	Branch	Stats
	Researching the 1901/1911 Census Online –Sept. 28/ 7 pm	Adults	Sackville	26
	Our Nationhood (NFB Film Club) – Oct. 5 / 10 am	Adult	Halifax N.	20
	First Nations Sharing w/Marlene Joudry – Oct. 5/10:30 am – Oct. 6 / 10 am – Oct. 6 / 1:30 pm	Gr. 4-6	Keshen Spr. Garden Halifax N.	74 36 20
	Puppet Shows (Mi'kmaq Heritage) – The Mischievous Loon Oct. 5 / 1:30 pm – Oct. 13 / 1:30 pm	Four+ – Gr.3	D. North Halifax N.	44 21
	Puppet Shows (Mi'kmaq Her.) – The Magic Sweet Grass Doll – Oct. 13 / 1:30 pm – Oct. 21 / 1:30 pm	Gr. 4 - 6	D. North Halifax N.	49 85
	Literary Walking Tour – Oct. 22 / 10 am	Adult	Spr. Garden	18
	Peggy of the Cove (author reading) – Oct. 25 / 7 pm	All Ages	Tantallon	22
	Crossings - 50 Years of the Angus L. Macdonald – Oct. 26 / 7 pm	Adult	Woodlawn	24
Nov/Dec	Author Reading- <i>Last Days in Africville</i> – Nov. 2 / 10 pm	Gr. 4-6	C. W. S.	40
	Exploring Underground Halifax – Nov. 17/ 10 am	Gr. 5-6	Spr. Garden	35
	Author Reading- <i>Wreck Hunter</i> – Nov. 21 / 7 pm	Adult	Keshen	11
	Researching Bedford's History – Nov. 22 / 7 pm	Adult	Bedford	21

Guide Issue	Program	Target Group	Branch	Stats
	<i>Authors from The Valley</i> (Harrison Wright) – Dec. 1/7 pm	Adult	Spr. Garden	39
	Author Reading- <i>Curse of the Narrows: The Halifax Explosion 1917</i> – Dec. 6/ 7pm	Adult	Halifax N.	80

HALIFAX REGIONAL LIBRARY PROGRAM MODULE TEMPLATE

Program Title	Local History & Genealogy Service: “ Researching the 1911 Census Online”	
Purpose	To provide information on using the 1911 Census	
Target Audience	▶ beginners interested in genealogy	
Benefits	To Audience:	▶ learns how to effectively use online 1911 Census
	To HRL	<ul style="list-style-type: none"> ▶ promotes Local History & Genealogy Service ▶ showcases staff expertise ▶ promotes “Ask a Librarian” service ▶ attracts new customers
	To Community	<ul style="list-style-type: none"> ▶ provides opportunity to meet others interested in genealogy ▶ promotes awareness of community genealogical resources & collections
Features	Description	<ul style="list-style-type: none"> ▶ Host introduces speaker (including speaker’s credentials/position in the Library) ▶ Program content is delivered by Library staff (with LHGS expertise and extensive knowledge of community, web and Library resources) ▶ format of program is “presentation” ▶ program is registered ▶ Speaker determines program format (Q&A etc) ▶ Library/community resources are promoted throughout the presentation) ▶ Host thanks speaker & audience ▶ Evaluation forms are distributed & collected
	Length	2 hours

	Optimum Delivery Times	▶ evenings, Saturdays
	Delivery Season	▶ September to May
	Max/Min Attendance	▶ maximum - capacity of venue ▶ minimum - 5
Resources Required	Collection	
	Staff	▶ Host: LA6 to M4/ Speaker: L2
	Staff Time	Preparation: 2 hours (including set up and take down)
		Delivery 2 hours
	Partners	N/A
	Packages /Support materials	▶ Tip Sheet: Researching 1911 Census Online ▶ "Ask a Librarian" business cards
	Space	▶ program room with Internet connection
	Equipment	▶ laptop/mouse ▶ projection unit ▶ table
	Estimated Costs	▶ No speaker fees
Promotion	▶ Library Guide ▶ e-branch ▶ psa ▶ poster (if part of regional promotion/plan)	
Evaluation	Success Measures	▶ Achieved target audience ▶ Fully registered ▶ Customer feedback
	Tools	▶ Evaluation forms (customer/host/speaker)

August/05

HALIFAX REGIONAL LIBRARY PROGRAM MODULE TEMPLATE

Program Title	Local History & Genealogy Service: “Finding Your Roots: Genealogical Research at the Public Library”	
Purpose	To provide information on genealogy and genealogical resources available at the library	
Target Audience	▶ beginners interested in genealogy	
Benefits	To Audience	<ul style="list-style-type: none"> ▶ learns how to get started in genealogy ▶ gains awareness of community resources ▶ gains awareness of print resources
	To HRL	<ul style="list-style-type: none"> ▶ promotes use of library resources ▶ promotes Local History & Genealogy Service ▶ promotes staff expertise
	To Community	<ul style="list-style-type: none"> ▶ promotes awareness of community resources ▶ opportunity to meet others interested in genealogy
Features	Description	<ul style="list-style-type: none"> ▶ Host introduces speaker (including speaker’s credentials, position in the Library) ▶ Program content is delivered by library staff member (staff member has subject expertise as well as extensive knowledge of library and community resources) ▶ format of program is “presentation” ▶ Program is registered ▶ Speaker determines program format (Q & A, etc.) ▶ Library Resources/community resources are promoted throughout the presentation ▶ Host thanks speaker & audience. ▶ Evaluation forms are distributed & collected
	Length	▶ 2 hours

	Optimum Delivery Times	▶ evenings, Saturdays
	Delivery Season	▶ September to May
	Maximum/ Minimum Attendance: Maximum: capacity of venue Minimum: 5	
Resources Required	Collection	▶ display of materials:
	Staff	▶ Library Host: LA6 to M4/ Speaker: L2
	Staff Time	Preparation : 2 hours <i>(including set up and take down)</i>
		Delivery: 2 hours
	Partners	N/A
	Packages/ Support Materials	▶ may require handouts ▶ resource lists
	Space	▶ program room
	Equipment	To be determined by Speaker; may require: ▶ overhead projector ▶ table
	Estimated Costs	No speaker fee
Promotion	Library Guide e-branch psa poster (if part of regional promotion/ plan)	
Evaluation	Success Measures	▶ Achieved target audience ▶ Fully registered ▶ Customer feedback
	Tools	▶ evaluation forms (customer, host, speaker)

August/05

HALIFAX REGIONAL LIBRARY PROGRAM MODULE TEMPLATE

Program Title	Local History & Genealogy Service: “Genealogy and the Internet”	
Purpose	To provide information on effectively and efficiently using the Internet for genealogical research	
Target Audience	▶ people interested in genealogy	
Benefits	To Audience	<ul style="list-style-type: none"> ▶ gains awareness of genealogical resources available on the Internet ▶ builds expertise in genealogy
	To HRL	<ul style="list-style-type: none"> ▶ showcases staff expertise ▶ promotes use of library & website ▶ Promotes Local History & Genealogy Service ▶ attracts new customers
	To Community	<ul style="list-style-type: none"> ▶ promotes awareness of community genealogical resources & collections ▶ provides opportunity to meet others interested in genealogy
Features	Description	<ul style="list-style-type: none"> ▶ Host introduces speaker (including speaker’s credentials/position in the Library) ▶ Program content is delivered by Library staff (with LHGS expertise and extensive knowledge of community, web and Library resources) ▶ format of program is “presentation” ▶ program is registered ▶ Speaker determines program format (Q&A etc). ▶ Library/community resources are promoted throughout the presentation) ▶ Host thanks speaker & audience ▶ Evaluation forms are distributed & collected

	Length	2 hours
	Optimum Delivery Times	▶ evenings, Saturdays
	Delivery Season	▶ September to May
	Maximum/ Minimum Attendance:: Maximum: capacity of venue Minimum: 5	
Resources Required	Collection	▶ display of materials
	Staff	▶ Host: LA6 to M4/ Speaker: L2
	Staff Time	Preparation : 2 hours <i>(including set up and take down)</i>
		Delivery: 2 hours
	Partners	N/A
	Packages /Support materials	▶ May require handouts ▶ Resource Lists
	Space	▶ program room with Internet connection
	Equipment	▶ laptop/mouse ▶ projection unit ▶ table
	Estimated Costs	▶ No speaker fees
Promotion	Library Guide e-branch psa poster (if part of regional promotion/plan)	
Evaluation	Success Measures	▶ Achieved target audience ▶ Fully registered ▶ Customer feedback
	Tools	▶ Evaluation forms (customer/host/speaker)

August/05

HALIFAX REGIONAL LIBRARY PROGRAM MODULE TEMPLATE

Program Title	Local History & Genealogy Service: “Literary Walking Tour”	
Purpose	To provide a survey of Halifax’s literary history via a guided tour of downtown Halifax	
Target Audience	▶ Adults interested in literature or local history	
Benefits	To Audience	<ul style="list-style-type: none"> ▶ participants learn about the history of Halifax ▶ audience learns about library resources
	To HRL	<ul style="list-style-type: none"> ▶ promotes Local History & Genealogy Service ▶ promotes public libraries ▶ showcases staff expertise ▶ promotes Library resources ▶ attracts new customers
	To Community	<ul style="list-style-type: none"> ▶ increases awareness of Halifax’s rich literary heritage ▶ promotes community resources ▶ promotes downtown heritage buildings and sites
Features	Description	<ul style="list-style-type: none"> ▶ program is delivered by Librarian with local history and/or literature expertise ▶ format is a guided walking tour of downtown Halifax ▶ program is registered ▶ second person is needed for crowd control ▶ content is “pre-packaged”: walking route and subject content are established ▶ Speaker promotes “Roots to the Past” site , library collection and Literary Walking Tour resource lists ▶ Time for Q & A is included in the primarily lecture format ▶ Evaluation forms are distributed & collected by the speaker

	Length	▶ 2 hours
	Optimum Delivery Times	▶ morning
	Delivery Season	▶ Fall
	Maximum/ Minimum Attendance: 25 maximum/10 minimum	
Resources Required	Collection	Display materials: enlarged photographs
	Staff	▶ Librarian with local history/literature expertise ▶ second person needed for crowd control
	Staff Time	Preparation <i>(including set up and take down): 2 hours</i>
		Delivery: ▶ <i>2 hours</i>
	Partners	▶ N/A
	Packages /Support materials	▶ Resource Lists ▶ Walking tour map
	Space	▶ Program is held outside
	Equipment	N/A
	Estimated Costs	▶ No speaker fee
Promotion	▶ e-branch ▶ library guide ▶ poster (if part of a regional promotion/ plan) ▶ psa	
Evaluation	Success Measures	▶ achieved target audience ▶ fully registered ▶ customer feedback
	Tools	▶ customer evaluation form ▶ speaker evaluation form

August /05

LOCAL HISTORY AND GENEALOGY TRAINING REPORT – MARCH 2006

Training Sessions:	4
Number of staff trained:	122
Trainers:	Maureen Collier, Kelli Wooshue, Joanne McCarthy, and Holly Bureaux

CONTENT

- Purpose/Background, Objectives, Concepts
- Core Print Resources
- *Roots to the Past* Website
- Reference Resources @SGR
- Genealogy Module
- Practice Questions
- Summation/Discussion/Tutorial/Evaluation

In addition to the half day training, all participants were given a tutorial to be completed at their branches.

FEEDBACK

The overwhelming response to the sessions was positive. Almost every single participant stated that:

1. "Tutorial increased my knowledge and skills on the topic presented."
2. "The information presented will be of practical value for my job."
3. "The content of the tutorial was logical and well-organized."

Most participants found the tour *Roots to the Past* website the most useful. Many had never really used it before. Equally noted were the range of materials in the Reference department, genealogy (especially the genealogy interview) and core collections.

RECOMMENDATIONS FOR FUTURE SESSIONS

- More hands on. Short bits.
- More on-line time.
- A few found the content too much for 4 hours, some thought a whole day was needed with more breaks, some thought too long altogether
- Make tutorial(s) available on-line (somewhere)

Using materials used in the presentation package, create a “manual” to be available at Information Desks at all Branches.

BIBLIOGRAPHY

1. Allery, Linda. "Popularising Local History Services: New Century, New Ideas." **APLIS Vol. 13, Issue 3, Sept 2000.**
2. American Library Association 1992. "Guidelines for Developing Beginning Genealogical Collections and Services. (In public libraries). **RQ, Fall 1992, Vol 32, No. 1 pg 31(2).**
3. Conrad, James H. **Developing Local History Programs in Community Libraries.** Chicago: ALA, 1989.
4. Davidsson, Robert I. "Providing Genealogy Research Services in Public Libraries: Guidelines and Ethics." **Public Libraries, pg 142-44, May / June 2004.**
5. Holland, Joy, and Susan Benz. "Unanticipated Outcomes: A Large-Scale Digitization Project Offers Surprising Benefits." **Library Journal 129.13, pg 30(2).**
6. **HRM Arts & Culture Sector Economic Impact Study.** Gardner/Pinfold Consulting Economists Ltd., 2004.
7. King, David. "Kansas City Public Library's New Digital Local History Database." **Public Libraries, pg 152, May / June 2003.**
8. Litzer, Don, and Andy Barnet. "Local History in E-Books and on the Web." **Reference & User Services Quarterly, Vol 43, No. 3, pg 248-57, Spring 2004.**
9. "Movers & Shakers," **Library Journal.** March 15, 2006.
10. Pierce, Jennifer Burek. "History Is Its Own Reward Back Home in Indiana." **American Libraries, pg 46-48, August 2003.**
11. "Rochester Public Library Embarks Upon Major Local History Digitizing Project." **Public Libraries, pg 133, May / June 2005.**
12. Staley, Elizabeth. "Programming to Promote Local History: Remembering the Topeka Tornado of 1966." **Public Libraries, pg 161-3, May / June 2004.**

WEBSITES

1. Brantford Public Library (note there is a link from homepage)
<http://www.brantford.library.on.ca/genealogy/>
2. Burlington Public Library (link from home page)
<http://www.bpl.on.ca/localhist/lochistmain.htm>
3. Institute for Continuous Education: Capture the History of Your Community
http://ice.emporia.edu/local_history/
4. Fort Collins Public Library (CO)(link from homepage)
<http://library.ci.fort-collins.co>
5. Guelph Public Library (link from home page)
<http://www.library.guelph.on.ca/localhistory/>
6. Kansas City Public Library(link from home-page)
<http://www.kclibrary.org/localhistory/>
7. Kitchener Public Library
http://www.kpl.org/fyi_geneal.shtml
8. London Public Library (link from homepage)
<http://www.londonpubliclibrary.ca/static/generic/89>
9. Markham Public Libraries
<http://www.city.markham.on.ca/mpl/lunauweb.htm>
10. Mid-Continent Public Library (MO)(link from homepage)
<http://www.mcpl.lib.mo.us/branch/ge/>
11. Morley Public Library OH (link from homepage)
<http://www.morleylibrary.org/genealogy.htm>
12. Niagara Falls Public Library
<http://www.nfpl.library.on.ca/>
13. Oakville Public Library (link from home page)
<http://www.opl.on.ca/History.php>
14. Online Computer Library Centre
<http://www.oclc.org/worldcat>
15. Saskatoon Public Library
http://www.saskatoonlibrary.ca/html/morrison_lhr.html

16. Springfield-Greene County Library (MO)(link from homepage)
<http://thelibrary.springfield.missouri.org/lochist/index.cfm>
17. Surrey Public Library
<http://www.spl.surrey.bc.ca/Programs+and+Services/Genealogy/default.htm>
18. Toronto Public Library
<http://www.tpl.toronto.on.ca/localhistory/index.html>
19. Vancouver Public Library
<http://www.vpl.ca/branches/LibrarySquare/his/home.html>
<http://www.vpl.ca/branches/LibrarySquare/his/Special.html#genealogy>
20. Westmount Library Quebec
<http://www.westlib.org/reference/geneology.htm>
20. Windsor Public Library
<http://www.windsorpubliclibrary.com/digi/>