

## 1. Project justification

### Need, Problems, Challenges

The Lac Courte Oreilles (LCO) Ojibwe College Community Library Enhancement Grant will incorporate the IMLS agency-level goal of “advancing collections, stewardship, and access”. The first IMLS Enhancement Grant goal “to improve digital services” has been selected as the guiding force behind this proposal and the second objective of this goal “to support preservation and access to information and sources through digitization” will be addressed.

Several years ago, the library director of the then emerging Lac Courte Ojibwe College Community Library attended a gathering of tribal librarians. A speaker at this event challenged the attendees to start thinking about the importance of preserving the past for future generations. As a result of this presentation, the director began seeking documents, obituaries, publications, community photographs and newspapers. Through the years strong collections have been gathered. Photographs and biographies are being cataloged in a *PastPerfect* database that is available to library visitors and an extensive obituary file has been developed. A number of publications have been digitized and stored on library staff computers and external hard drives, but no real access system has been developed. These collections are invaluable resources that need to be preserved and kept intact but also made available for the community.

A primary focus for this project will be the local newspaper collection as it is deemed essential that this rare and often fragile collection be preserved for the future. Community newspapers are important as a primary source material because they reflect the past in a special way due to the immediacy to the times during which they are published. They capture a moment in time and provide a snapshot of people, events and places. They are an excellent source for genealogy, family events, community daily life, tribal elections, photographs, editorials, births, and obituaries. Locally published papers are frequently whimsical and personal as they often lack the formality and objective nature of more mainstream publications. There is a real story that needs to be told behind the development of the various LCO tribal publications. The list of titles (supporting document #3) shows the numerous start-up publications and/or title changes (about 24 known) throughout the years since 1967. The first recognized paper was a self-published mimeographed edition entitled *Anishinabe-Aki* (Indian land) that consisted of community topics. The LCO Tribe did not want to do business with the local town and decided to provide for the community printing needs. As a result, in 1976 the *Lac Courte Oreilles Journal* began as a four-page publication that was printed locally on a small press. Through several title changes and formats, it eventually developed into a nation-wide publication that was known as *News from Indian Country*. The library collection of the various LCO publications is invaluable, rare, and has been carefully protected which basically makes it inaccessible to all but library staff.

The need for improved public access to these papers and other historical materials has become apparent primarily through library staff observations based on requests for information from

numerous groups and individuals. The staff members are frequently called on to provide material about the development of the college, family histories, genealogy, elections or little-known facts about the community. Currently, the directors of the nearby Kinnamon School Visitor Center and Museum and the LCO Library are collaborating on two local history projects. The “Every Family has a Story” project consists of a small group of community members who are researching their families and past days of reservation life under the guidance of a local historian. The second group is working on a two-year project entitled the “Post Commemorative” that will memorialize the flooding of a traditional village and subsequent events that followed this tragedy. The library role for these two groups is providing primary resources but this can be time-consuming as it is often necessary to read through numerous publications for needed information. The success of the two history groups and their avid interest shows how important the past is to them. COVID restrictions have placed limitations on the group size but the interest seems to be growing as the word spreads. It is planned to expand this group as restrictions decrease.

Lac Courte Oreilles has a rich history of activism, notable personages, and events that do not always show up in other media formats. A special concern is that the younger generations can navigate the world through the Internet and social media but have little knowledge of the community within which they live and often are not aware of the events that came before them. This lack of understanding and awareness is frequently apparent in questions that are asked by the LCO College students who need resources for their papers and presentations about topics they know little about. The library newspaper and other historical collections are excellent primary source materials but a system for access needs to be developed which will enable the staff to be more helpful and enable library users to locate the information they need on their own. Discussions with the LCO Library Board have shown strong support for this project. Some members of the board have been participating in the history projects and they, too, recognize the importance of the past and the need to show the true picture. Community comments have been documented. For example one member recently discussed the fact that few remember the old days of life on the reservation and this needs to be addressed before it is too late. Another person stressed the need for a history of tribal elections.

The newspapers and other print resources have been gathered and stored in archival boxes. There are also numerous boxes of unsorted duplicate papers and “mystery” documents to sort through. The issue is the need to ensure that the collections are kept intact but also can be shared with those seeking information specific to LCO. In addition, there are still many college documents, photographs, maps, an extensive obituary file and other publications such as community newsletters and memorabilia that need to be sorted and made available in a digital format.

### **Who will benefit?**

This project will benefit all current and future members of Lac Courte Oreilles, in general. Specifically, it will be of great value to the two local history groups, secondary and college students, college staff, tribal government, historians, genealogists, lawyers, and those who

simply want to find out more about LCO. In addition, numerous tribal members are scattered throughout the county and often contact the library for help in their genealogical endeavors. Easy access will enable the library to better serve all these people.

## 2. Project Work Plan

The projected outcome of the Lac Courte Oreilles Ojibwe College Library Enhancement Grant will be an accessible digitized version of the library historical collections. Two goals have been identified to guide this project through completion:

Goal 1: Selected collections will be digitized.

Goal 2: Collections will be introduced, accessed, and utilized.

The following codes will be used to designate responsibilities in the proposed work plan: **LD**-Library Director; **ALA**-Archives/Library Assistant; **KD**-Kinnamon School Visitor Center and Museum Director, **SI**-Student Intern

Goal 1: Digitization of selected collections.

Objective 1: Planning and training documents will be developed. *Inputs:* LD, ALA *Outputs:* written working documents. September-November 2021

- Review and incorporate ideas from the *Digital Projects Toolkit* developed through the Recollection Wisconsin project. *Inputs:* Recollection Wisconsin Toolkit, LD, ALA, SI. *Outputs:* planning documents, knowledge gained. September 2021
- Library staff will travel to Wisconsin history centers to observe procedures and research local history. *Inputs:* LD, ALA, KD, history centers *Outputs:* resources, notes. October 2021 and October 2022
- A collection development policy, digitization plan, and a risk management policy will be created to determine scope, utilization, and care of collections. October 2021
- A digitization handbook will be developed for student intern training. *Input:* ALA *Output:* manual November 2021

Objective 2: Selected collections will be identified, completed, and stored. *Inputs:* LD, ALA, SI *Outputs:* complete collections, inventory lists October 2021

- Inventory current boxed collections to identify gaps in collections.
- Duplicates will be used to fill in gaps and to share with LCO School and Kinnamon Museum.
- Missing items will be sought from publishers, local school library, Kinnamon School, community members and local historical society. They will be scanned on- the- spot if contacts do not want to donate items.
- Develop a final prioritized list of materials to be digitized. *Input:* ALA, SI *Output:* Inventory list. December 2021

Objective 3: LCO newspapers will be digitized and made accessible. *Inputs:* ALA, SI, resources to be scanned. *Outputs:* digitization log and products. September 2021-September 2022

- Using a flatbed scanner, each page will be scanned, given a name, and saved as a TIFF file into folders containing each issue.
- These folders will be organized by newspaper/year/month and kept on the college's archive server and a local hard drive as source scans.
- Copies of these source scans will be processed (straightened, cropped, or removal of blemishes as needed) and run through OCR software, then saved as a PDF.
- The PDFs will be uploaded to a hosting site developed by Advance Archives, a company in Cedar Rapids, IA that specializes in digitization projects and maintaining databases.
- This site will be added to the current library webpage as a link that all library patrons can access as they would already available databases.

Objective 4: Additional materials will be identified for digitization that will include previous endeavors, newsletters, scrapbooks, college documents, and year books. *Inputs:* ALA, SI, LD *Outputs:* scanned materials. September 2021-ongoing

Goal 2: Collections will be introduced, accessed, and utilized.

Objective 1: The project will be introduced to the community.

- Library press release and social media will announce the grant award with a description of projected activities. *Inputs:* LCO College Marketing Department, LD *Outputs:* press releases. September 2021
- Finding aids will be developed and made accessible in-house and on the web site. *Inputs:* LD, ALA, SI *Outputs:* finding aids. January 2022-ongoing revisions,

Objective 2: Training opportunities will be offered.

- "Genealogy Saturdays" will be informal gatherings for one-on-one training experience. *Inputs:* LD, ALA, library staff *Outputs:* sign-in sheets, log of comments, evaluation forms, genealogy information. Monthly throughout grant years
- Class orientations and scavenger hunts will be provided to college and secondary classes. *Inputs:* LD, ALA, *Outputs:* worksheets, class sign-ins, throughout academic year

Objective 3: Continue and expand current "Every Family has a Story" local history group.

- A local history research/ writing workshop will be offered in person and/or remotely. *Input:* presenter *Output:* remote taping on web site available on Reservation Conversation Zoom Library, handouts, local history stories. January 2022
- Applicable topics and resources for gatherings for will be provided. *Inputs:* LD, KD, local historians. *Outputs:* meeting minutes, agendas, and handouts. Monthly
- The group will be encouraged to develop their own stories to be shared on the library website. *Input:* Story tellers, LD, ALA, and KD *Output:* stories-print and digital. January 2023
- Photo essays and discussions will be developed for community programming. *Inputs:* family story group, local historians, LD, ALA, KD, SI *Outputs:* programs February 2023

Objective 4: The “Post Commemorative” project will continue to prepare for community events.

- The group will meet on a regular basis and expand to include representatives to share all facets including descendants of the original victims, children from the LCO School, historians, and media. *Inputs:* community participants, LD, KD, ALA, SI, library and community resources *Outputs:* program plans, meeting minutes, promotional materials
- The one-hundred-year anniversary of the flooding of Post as the outcome of the building of the Winter Dam (March 1923) and the 50 year anniversary of the resulting Honor the Earth Pow Wow (1972) will be addressed with community programming that will include photo essays, speakers, and roundtables. July 2022 and March 2023  
*(Please note that this project will build on previous commemorative endeavors that include the fifty-year anniversary of the Winter Dam AIM takeover (July 1972) and 100-year anniversary of the agreement that took control of Post from the residents (August 1921)).*

Objective 5: Introduce LCO newspaper history.

- Guides will be developed that outline LCO publication history. *Inputs:* LD, SI, library resources. *Outputs:* guides available in-house and on library web. November 2021
- Programs will feature the original editors and publishers discussing their history. *Inputs:* editors/publishers *Outputs:* presentations-- remote on web and in-person. January 2022
- A published history of LCO newspapers will be developed. It will be available as a booklet and also on the web site. *Inputs:* LD, ALA, SI *Outputs:* published history--print and digital April 2023

### Key Personnel and Other Resources

The library director will plan, implement, and oversee this project. She has worked in the library for over 30 years and has been responsible for several IMLS projects in the past. She will dedicate 20% of her time to grant activities that will include managing the budget, purchasing of grant resources, creating publications, and reporting obligations. She will oversee the various projects that will be designated to the archives/library assistant who will, in turn, oversee the student intern hired through this project. The assistant will dedicate 75% of his time to the project and will perform general library functions for the balance of his worktime. (His library functions will be funded through the college library budget.) He has been partially funded under the current IMLS project and has a real aptitude for working on the activities designated in this proposal. The intern will work on scanning, data entry and general assigned duties. This will be a year-long half-time position. Additional interns will be hired and funded through the LCO College Work Based Learning program if it is considered necessary. There is a sizeable group of local experts of LCO history who will be called upon to provide in-person or remote programs to the history groups and the community at large. The library does have an informal partnership with the director of the Kinnamon School Visitor Center and Museum and this collaboration will continue with local history endeavors that are now in process. Library

resources will play a key role in the programs and the two institutions will share resources to fill in gaps in their collections. Finding aids will always mention what other materials can be found in the Kinnamon Museum. Displays will be developed with the joint resources for either site.

The library features a genealogy center with access to the library microfilms, genealogy databases, and the *PastPerfect* station of community photographs and biographies. It also has a digital scanner for the microfilm collection of documents, census records, and newspapers pertaining to Lac Courte Oreilles. Other available resources include two document scanners, 3 flatbed scanners (two A4 and one A3 size), and a color inkjet and laser printers. The library has a station for converting VHS tapes and audio cassettes to a digital format. It will be necessary to purchase an overhead book scanner (for bound materials), the latest OCR software, as well as two additional computers that are powerful enough to handle larger TIFF file processing.

### **Risks**

A digitization project can be daunting but research and consultations with experienced personnel have helped clarify most issues. The archives/library assistant has developed quite a knack for scanning and looks forward to the challenges of this proposed project. The LCO Library serves the LCO Ojibwe College and is also a public library established under state statute. It is a member of the Northern Waters Library Service which provides support to member libraries in Northwest Wisconsin. Both the college and the library system have strong IT departments which the library staff is able to access. Vendor support will also be provided by Advantage Archives.

### **Data Collection**

A scanning log will be developed to show the progress of the digitization portion of this project. Program attendance sign-ups will indicate the number of participants along with their repeat attendance. In addition, the staff will make note of library database use, requests for information, and informal training sessions offered on a one-to-one basis. A commentary and request log will be kept. Minutes of the meetings of the two history groups and of the library board will be kept and show progress of the project. Program evaluations will provide input from participants.

### **Sharing Information**

Reports will be provided on a monthly basis to the library board along with yearly reports to IMLS and the Wisconsin DPI. Library gatherings with NWLS offer opportunities to share activities in regular round robin discussions. Various library listservs often ask for input and the library staff will be happy to discuss digitization issues with these groups. Press releases will promote gatherings. Finding aids and other publications will be made available in-house and on

the library web site. Displays that are created with library resources will be made available in the library.

### 3. Project Results

#### Intended Results

The preservation of historical materials will be guaranteed as the originals will be converted to a digital format. The original collections will be as complete as possible and continue to be stored in archival storage containers. Programming and training opportunities will introduce the newly digitized collections that will be accessible on the web site or on-site databases. The use of these materials will be promoted and strongly encouraged.

#### Knowledge, skills, behaviors, capabilities, attitudes

Standard outcomes will result as participants will acquire new skills, knowledge, attitudes and improved behaviors.

#### Skills, Knowledge, and Capabilities

- Library staff members will acquire digitization skills as they are provided with on-the-job opportunities.
- The archive/library assistant will learn to delegate jobs and train interns.
- Participants will become life-long learners as they learn to find and integrate information.
- Collections will be more complete as gaps are filled.
- Students will find more information for their papers and develop the ability to share what they learn.
- The history groups will locate necessary resources for their projects.
- Genealogists will find rich resources to enable them to do their research as they learn new skills in the use of library databases and other library resources.
- A strong awareness of the past will develop as a result of the Post Commemorative events.

#### Attitudes and Behavior

- The student intern will possibly be inspired to pursue a career in the library profession.
- A more positive attitude and appreciation of the library will develop among participants.
- A sense of belonging and accomplishment will encourage community members to share their knowledge.
- Community members will feel that their personal recollections are of value.
- Role models and their accomplishments will encourage a sense of pride in the community.
- Public relations will improve when attendees from outside the reservation become more aware of the LCO Community and its contributions.

### **Data Collected and Reported to Measure Success.**

The Schedule of Completion will be utilized as a guide for grant activities. Variations will be noted and accounted for. A scanning log will be kept and the number of scanned pages will be noted. Program attendance and evaluation forms will show the success of the programs and what needs to be done to improve future programs. Membership in the two history groups will grow as the word continues to spread and COVID restrictions are lifted. A log of requests and questions will be kept. Photographs, meeting minutes, press releases will tell what is happening throughout the project.

### **Tangible Products**

There will be a number of tangible products coming out of this project. They will include press releases, digitized collections of local newspapers and other documents, worksheets/scavenger hunts for classroom training, finding aids, remote programs, written policies, a training manual, a local newspaper timeline and booklet, family stories, and photo essays.

### **Sustainability**

The outcomes of this project are designed to be sustainable as the resources obtained will be made available on a long-term basis. The historical collections will be more complete as gaps have been filled. The original collections will be stored and can be utilized when needed by the library staff. The digitization process will be in place and all necessary tools available for continuation. The training aspects will allow for staff to continue with future projects. It is planned that the history groups will continue and grow as interest is generated throughout the community.

### **Lac Courte Oreilles Community Newspapers**

Akiing/Ojibwe Akiing 1997-2006; Anishinabe-Aki 2018- ; Anishinabe-Aki 1993- 1995; Bimakawe-Leaving Tracks 1999; Chippewa Sun 1999; Lac Courte Oreilles Elders Corner 2012-; Journal: "News from Indian Country" 1987-1988\*; Lac Courte Oreilles Community Journal 1993-1997\*; Lac Courte Oreilles Journal 1978-1988\*; Lac Courte Oreilles News Oct 2018; Lac Courte Oreilles Newspaper 2014-2017; Lac Courte Oreilles Times 2001-2003, 2006, 2008-2010; Lac Courte Oreilles Today 1970-1978; LCO Journal American 1970-1978; LCO Journal Times Sep 1997-Dec 1997; LCO Times Sep 1997, 1998-1999; News from Indian Country: The Journal 1988, 1991\*; Ojibwe Times 2010-2011; Sawyer CountyTimes 2002; The Times: Lac Courte Oreilles 2000-2002; We-Sa-Ma-Dong 1967-1970; Wisconsin Rez Times 2012

\*on microfilm as well



## Lac Courte Oreilles Band of Lake Superior Chippewa Indians

Schedule of Completion-Year 1

September 1, 2021-August 31, 2022

Goals/Objectives/Activities	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Ma	Jun	Jul	Aug
<b>Goal 1: Digitization</b>												
Obj. 1 Planning and Training												
Review Digital Projects Toolkit	X											
Collection/Digitization Projects		X										
Travel to history centers		X										
Hire student intern	X											
Training Handbook for staff		X	X									
Obj. 2 Inventory Collections		X	X									
Sort and archive collections	X	X										
Prioritize collections for scanning	X		X									
Obj 3. Digitization of Newspapers	X	X	X	X	X	X	X	X	X	X	X	X
Obj. 4 Additional materials for digitization												
Expansion of previous endeavors				X	X	X	X	X	X	X	X	X
Identification of additional materials											X	X
<b>Goal 2: Introduction and Utilization</b>												
Obj. 1 Introduce to community												
Press releases	X											
Finding aids						X		X		X		
Obj. 2 Training opportunites												
Genealogy Saturdays	X	X	X	X	X	X	X	X	X	X		
Class Orientations		X	X	X								
Obj. 3 Every Family has a Story												
Monthly gatherings	X	X	X	X	X	X	X	X	X	X	X	X
Writing workshop							X					
Obj 4 Post Commemorative												
Montly meetings	X	X	X	X	X	X	X	X	X	X	X	X
Honor the Earth 50 year event											X	
Obj. 5 LCO Newspaper history												
Guides developed			X									
Programming								X	X			

## Lac Courte Oreilles Band of Lake Superior Chippewa Indians

Schedule of Completion Year 2      September 1, 2022-August 31, 2023

Goals/Objectives/Activities	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Ma	Jun	Jul	Aug
<b>Goal 1: Digitization</b>												
Obj. 1 Planning and Training												
Hire and train new intern	X	X										
Travel to history centers		X										
Obj 3. Digitization of Newspapers												
Upload PDFs to hosting site		X										
Site available to public on web site			X	X	X	X	X	X	X	X	X	X
Obj. 4 Additional materials for digitization												
Expansion of previous endeavors	X	X	X	X	X	X	X	X	X	X	X	X
Identification of additional materials	X	X	X	X	X	X	X	X	X	X	X	X
<b>Goal 2: Introduction and Utilization</b>												
Obj. 1 Introduce to community												
Press releases	X		X		X		X		X			
Finding aids	X			X			X				X	
Obj. 2 Training opportunites												
Genealogy Saturdays	X	X	X	X	X	X	X	X	X	X	X	
Class Orientations	X	X	X	X		X	X	X	X	X	X	
Obj. 3 Every Family has a Story	X											
Monthly gatherings	X	X	X	X	X	X	X	X	X	X	X	
Written stories/web site						X						
Obj 4 Post Commemorative												
Montly meetings	X	X	X	X	X	X	X	X				
Winter Dam/flooding of Post commemorate								X				
Obj. 5 LCO Newspaper history												
Published History										X		