

**APPLICATION FOR
COMMUNITY PRESERVATION ACT ELIGIBILITY**

Date: October 26, 2020

Project Title: Digitization and Preservation of Historic Oversized Photos

Name of Applicant: Ann-Marie Harris

Name of Organization: Berkshire Athenaeum

Address: 1 Wendell Ave/Pittsfield, MA 01201

Telephone: (413) 499-9480 x 107

Email: annmarie@pittsfieldlibrary.org

CPA Category (circle all that apply):

Open Space

Historic Preservation

Recreation

Community Housing

CPA Funding Requested: \$ 6,473.80 Total Project Cost: \$ 11,973.80

Please provide a brief project description below. Include a brief description of how your project accomplishes the goals of the CPA. Also include a description of how the estimated project cost was developed under "Estimated Budget". Please include supporting materials as necessary.

Project Description: The CPA recognizes Historic Resources to include the acquisition, preservation, rehabilitation and restoration of historic resources. The Berkshire Athenaeum, Pittsfield's Public Library, houses historic oversize photos of this nature as part of our Special Collections. This project will provide for the digitization of these photos in order to provide access to this collection and to preserve the materials for the future.

We are seeking funding for the digitization and preservation of 300 oversized historic photos, dating from circa mid 1800s to circa 1970s. These photos were donated to and collected by Local History Department Staff over many years and are too large for scanning in the Library's in-house environment, with many photos ranging over 20 x 18 inches. The photos are a visual display of Pittsfield history: hosting a large collection of very early (pre-yearbook) class photos, famous Pittsfield people, Berkshire County landscapes and other historical photos and events which are useful in many research and genealogy projects. Once these photos are digitized and metadata entered by Local History Department staff, we will host a gallery of selections on the Library's website. This website will be a gateway to a public internet photo site where patrons can get free access.

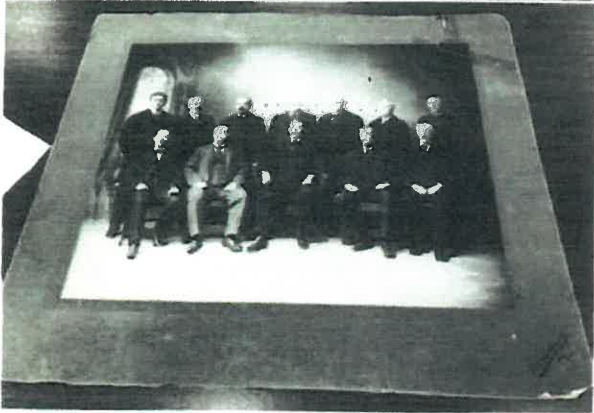
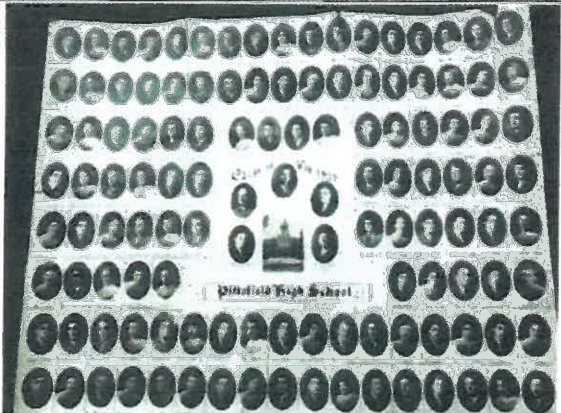
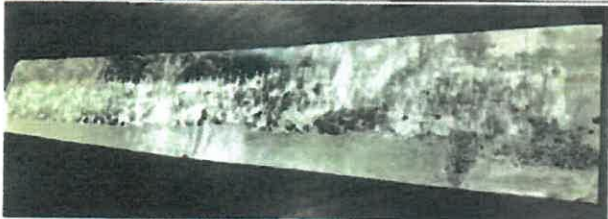
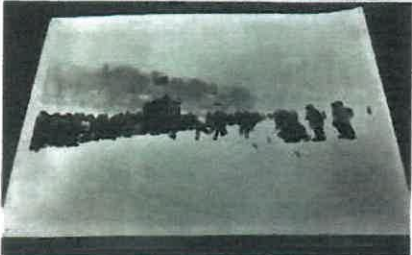
Attached are letters of support from Alex Reczkowski (Director of the Berkshire Athenaeum) and Jan Rogge, (President of The Berkshire Family History Association,) along with examples of the oversized photos.

Digitization and Preservation of Oversized Photos

Estimated Project Budget:

Digitization of 300 local history historic photos, 300 dpi, archival tiff, jpg and pdf files	\$4,000.00
Oversized Archival folders to house photos for preservation	\$473.80
Signage, social media promotion for public information, displays and service copies (estimated cost)	\$2,000.00
Cost of staff time to prepare, enter metadata, house and execute project	\$5,500.00
Total Preliminary Estimated Cost of Project	\$11,973.80

Oversized Photo Examples:

 <p>1901 City of Pittsfield Alderman Photo Size: 20 ½ x 18</p>	 <p>PHS Graduating Class of 1937 Photo Size: 16 ½ x 14</p>
 <p>1925 picnic attendees of Old Colony Envelope Co., Pittsfield Photo Size: 49 ½ x 7 1/2</p>	 <p>Skating Race, possibly Pontoosuc Lake Photo Size: 19 x 15 3/4</p>

Where appropriate, signature of property owner (or City representative if City-owned) and/or chief executive officer of organization:

Alex J. Regalado

Library Director

NOTE: This application enables the CPC to review the request to ensure eligibility and offer guidance. If eligible, an Application for Funding must be completed.



One Wendell Avenue
Pittsfield, MA 01201
(413) 499-9480
www.pittsfieldlibrary.org

27 October 2020

Community Preservation Committee
c/o Cornelius Hoss
Department of Community Development
70 Allen Street, Room 205
Pittsfield, MA 01201

RE: Digitization and Preservation of the Historic Oversized Photos

To the Community Preservation Committee:

The Berkshire Athenaeum's Application for Community Preservation Eligibility of the Digitization and Preservation of the Library's collection of oversized historic photos has my full authorization and support.

If there is anything we've learned with the proliferation of media, it is the power of photos. This project represents the CPA goal of historic preservation and is sure to be engaging for the community. Already, our historical views posts on social media are among the most engaging, garnering thousands of views and likes. This project would expand our ability for such engagement to include the larger photographic works, which have the potential to take our reach back further and deeper – I'm thinking here of the many patrons (from around the world) who are engrossed in genealogy research and use historic class photos and neighborhood views to find a window into their family and local histories. My hope is that the work will support sharing the history electronically as well as preserving the archival resources for ensured future use.

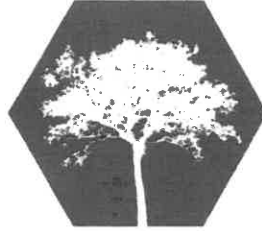
This project consists of approximately 300 oversized photos, which are simply too large to digitize using the Library's in-house resources. I hope that with the additional support of the Community Preservation Committee, we can celebrate and share this special collection of Pittsfield history.

Sincerely,

A handwritten signature in black ink that reads "Alex Reczkowski".

Alex Reczkowski
Library Director

Wonder inside.



**BERKSHIRE
FAMILY HISTORY
ASSOCIATION, INC.**

November 2, 2020

Community Preservation Committee
Pittsfield City Hall
70 Allen St.
Pittsfield, MA 01201

Reference: Berkshire Athenaeum Oversized Historic Photo Project

Dear CPA Committee:

The Berkshire Family History Association is a non-profit group, established in 1975 to foster the study of family history among both beginners and experienced genealogists. We are based in the Local History and Genealogy Department of the Berkshire Athenaeum, where we do research in their collections for our members, frequently using a good deal of the Athenaeum's local history collection.

The historic oversize photos in the Special Collections are important to researchers, but access is difficult. Digitization of these photos will make them accessible and will insure that they are preserved for future generations. This project will greatly enhance the holdings of the department and encourage researchers to more fully use the large photos in their research.

The Berkshire Family History Association fully supports this digitization project. It will support our mission and add a valuable resource for all users of the library.

Sincerely,

Janet M. Rogge, BFHA President