



# ◆ THE GENIE'S VIEW ◆

The LaSalle County Genealogy Guild - 115 W. Glover St. - Ottawa, IL 61350 - Tel. (815) 433-5261

NOVEMBER/DECEMBER 2010

## GUILD HOURS

Mondays & Saturdays

9:00 a.m. to 4:00 p.m.

Meetings—3rd Saturday of month

At 1:00 p.m.

115 W. Glover St., Ottawa

## INTERNET CORNER

The LSCGG's Home Page address

On the

World Wide Web is:

Lscgg.org

LSCGG's new e-mail address:

lscgg@sbcglobal.net

If you are a member and have not given us your e-mail address, please do so at:

lscgg@sbcglobal.net

## OFFICERS

President: Jenan Jobst

(815) 433-2919

Vice President: Margaret Clemens

(815) 434-6342

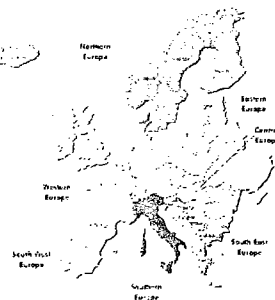
Secretary—Barb Halsey

Editor: Carole Nagle

## NOVEMBER MEETING

Saturday, November 20, 2010

The November meeting will be our annual "Ethnic Potluck Lunch." Please bring your favorite dish to pass, maybe one of Grandma's favorites from the old country. Also bring your own table service. Chicken and drinks will be provided. Come and enjoy some good food and interesting conversations. We will not have a speaker.



## DECEMBER

There is no Guild meeting in December. Relax and enjoy the holidays.

MERRY CHRISTMAS

AND

HAPPY NEW YEAR

Hoping 2011 brings you many new genealogical discoveries.

REMEMBER TO RENEW YOUR MEMBERSHIP

## PRESIDENT'S LETTER

Happy Autumn,

The trees have started turning here just this week. We had a little frost on the ground earlier in the week, Oct. 5 and 6, but my flowers are still blooming. Today it is very warm, 86 degrees. It has been beautiful weather this whole week. I wish it would last for a long time.

Our visitors have slowed down lately. Most people have stopped traveling for the winter. We may have some more stop by on their way south.

One of our long time volunteers, Harry Jennings has surgery planned in a couple of weeks. We wish him the best. Harry was our computer chairman for a while and entered many of our programs on the computer such as the marriages. He also set up the microphone and computer for our meetings.

Another of our long time volunteers, George Lindenmeyer, is planning on downsizing, so he gave us his research material. Two of our members went over to his house to pick it up. George walked most of the cemeteries in the western part of the county and wrote the names on file cards. This was 25 years ago when the Guild was just beginning. Thank you George for all your help and your generous monetary donation to the guild.

We are trying out a new digital reader printer. It works with our lap top computer and our laser printer. The company was down 3 times to set it up. Jim Keating finally got it going and it does a great job of printing copies that are hard to read. It costs about \$10,000 so we asked for a trial period of 3 weeks. We like it but it has a few problems with connecting so we may wait until those problems are worked out.

Have a great Halloween and Thanksgiving and Christmas. I can't believe that the year is almost over.

Jenan Jobst

**HELP NEEDED**

We do not have any information regarding the August and September meeting as our secretary has resigned her position due to health reasons.

We are in need of a volunteer to offer services as a co-secretary to do the synopsis of our programs. Anyone willing to take this position please notify Jenan Jobst at the Guild. It would be wonderful to have a volunteer to start the new year as it is important that we pass on the program information to members that may not be able to attend our meetings.

**THANK YOU**

Thanks to Stan Gaul and his helpers, Ruth Gaul, Dorothy Clemens and Barb McKay for representing the LaSalle County Genealogy Guild at the Scarecrow Fest in downtown Ottawa. Stan decided to set up a table to sell some of our books and promote the Guild.

A wonderful idea, thanks to all.

**PRESERVATION TIP OF THE MONTH****Repairing Tears**

*By Becky Schipper*

There are two types of tears, clean cut and bevel. Clean cut tears require tape to hold the two sides of the tear together. Beveled tears have overlapping surfaces that can be bonded together with adhesive.

**Mending with Transparent Tape—Clean Cut Tears**

Use Document Repair Tape, Filmoplast Tape, or Scotch #811 Magic Removable Tape. These tapes are \*not recommended\* for rare books or valuable documents, which should be repaired by a conservator. Cut tape 1/4 in. longer than the tear. Center it over the tear. Rub with a bone folder working toward the outer edge of the item. If the tear goes to the edge of a page fold a minute amount of tape over the edge.

**Mending with Adhesive- Bevel Tears** Always use a pH neutral adhesive. Place a piece of wax paper under the document or page being mended. Lift one side of the tear and brush a thin coat of adhesive onto the exposed edge. Align the edges of the tear. Wipe away any excess adhesive. Place a second sheet of wax paper on top weight it and let it dry.

*Genealogy Gems: News from the Fort Wayne Library, No. 54, August 31, 2008*

**MEMBERSHIPS****New Members**

INFORMATION  
HAS BEEN  
PRIVATIZED.

**TOOK A PLUNGE**

On Thursday night, March 3d, (1852) John Murphy, of this place, was passing through the yard back of Morris & Conley's saloon. He mistook a well curb for a fence and jumping over it was precipitated to the bottom, in water about four feet deep. His cries attracted attention and he was soon extracted from his unpleasant situation. He was considerably bruised by the fall, but no bones were broken.

**COUNTERFEIT MONEY**

December 24, 1852—The tellers of the Bank of Ottawa furnish us with a description of a counterfeit \$10 bill on the Bank of Rochester. It is in circulation here. The engraving has an unfinished appearance. The better would be to reject all \$10 bills on that bank until they are submitted to good judgment.

*Ottawa Old and New  
Pgs. 37 & 38*

### 973 HOMES IN OTTAWA ARE WITHOUT BATHTUBS

*(Republican-Times Special News.)*

WASHINGTON, June 18.—Three thousand four hundred residents of Ottawa, Ill., need baths but must wait until the defense emergency is over to get them.

Perhaps that statement is a trifle misleading. What those 3,400 residents of Ottawa really need is bathtubs. They are the members of 973 families in the city who live in homes unequipped with bathtubs.

They'll have to wait until the war is over because bathtub manufacturers can't make any more tubs except for purchasers who have priority ratings, and about the only purchasers who can get priority ratings are contractors putting up defense housing projects. Now WPB has clamped down on production of steel and other metal plumbing fixtures.

"Bathing habits of the American public are under priorities," said one of the war production board's plumbing industry experts in discussing the situation. He explained he meant that many persons have been forced to change their bathing habits because of shortages in such items as chromium fixtures, transparent shower curtains, rubber bath mats, etc.

But in the case of the 3,400 residents of Ottawa who need baths— or rather, bathtubs—the situation is reversed. They won't be able to change their bathing habits, if any, until the war is over, unless they move to new homes.

Have you tried recently to find a new home in Ottawa, to move in to?

*Republican-Times, 18 June 1942, pg. 14*

### THE FIRST CANAL STEAMER

The first steam boat that ever passed through the canal was brought here from the Erie canal by S.Y. Ankeny. The boat was called the Whale, and was owned by Alex McGill. The boat arrived here in 1865 and there are many men who remember her arrival. There were many gathered at the canal when she steamed in.

This boat was used in canal traffic for many years but later Capt. Ankeny was in charge of a boat known as the Morning Star, owned by John Shuler and Charles Stout. Capt. Ankeny came here from Ohio and a short time later married Catherine Conway, who survives him. Capt. Ankeny died in 1872. He left one son, Samuel, of Ottawa, and Mrs. Charles Reid, of Chicago.

*Ottawa Old and New  
Page 92*

### HERE'S TYPICAL OTTAWA BABY ARRIVING IN 1943

*(Republican-Times Special News.)*

NEW YORK, Jan. 7.—An average child, born at the present time to average Ottawa, Ill., parents, would find on investigation that, war or no war, his future is carefully mapped out for him.

Johnny Newcomer, the typical new arrival, will discover first that he has a 27 1/2 year old mother and a 32 year old father. Then he will learn that he is one of a crop of about 290 new babies due in his city in the next 12 months, according to United States birth rate predictions.

He will have the usual children's illnesses—measles, colic and the like which he will take in his stride. School days will begin when he is 6. He will continue his studies, being an average Ottawa child, until he has completed 8.6 years of school. This will give him a better educational background than his cousins in other cities, who get an average of 8.4 years in school.

The time will come for him to earn a livelihood, and, looking about, he will glow with satisfaction at the possibilities. For the city in which he lives is not just an average community. It is a thriving one with a high (should be high?) standard of living, where the typical family in 1941 had an income of \$2,360, compared with the \$2,272 average national income.

Johnny will marry and have, statistically, 1.7 children, as Ottawa families average 3.7 people. He will live to the age of 63, whereas his father, who was born in 1910, had a life expectancy of only 52 years.

*Republican-Times, 7 January 1943, pg. 2*

### FIRST STREET CAR—1889

The first electric street car in the state of Illinois was operated in Ottawa in August, 1889. The company was formed by Judge Evans, formerly of Peru, but at that time a resident of Council Bluffs, Iowa. Stock was subscribed for as follows, the capitalization being \$100,000; Theodore Bailey, \$50,000; Joseph Evans, \$24,000; William J. Clark, \$24,000; G.S. Eldredge, \$1,000; W.E. Bowman, \$1,000. The stockholders met at the office of Judge Eldredge, and Messrs. Bailey, Evans and Clark were elected Directors of the company. Mr. Evans was made president.

*Ottawa Old and New  
Page 92*

**WHAT IS VALUE OF PARK?****Illinois State Park Commission Met  
Here to Take Testimony**

The Illinois state park commission held a meeting in the court house in Ottawa Saturday and took testimony relative to the value of Starved Rock park, which may be purchased by the state and preserved as a free public park.

The owners of the park have given the state an option on the property at \$300,000. The values involved include farm lands, scenery, roads, paths, bridges, ponds, lakes, buildings, coal, cement, rock, clay, silica sand and water power rights.

To ascertain the value of minerals the commission authorized a survey and examination of the property.

Saturday the park commission took the testimony with witnesses familiar with the farm land and mineral deposits.

The value placed on the farm lands was \$150 per acre and upon the value of bluff lands at \$75.

The appraisers estimated the value of the buildings at \$30,000.

Geo. Reynolds, T.F. Turner, assessor of Deer Park township, Wm. Shute supervisor, Attorney Rector Hitt, Norman Carey testified to the value of the farm and bluff lands and value of the mineral deposits.

Frank Sanders and Robert Sinnott who made an appraisal of the buildings, presented their report together with a plat of all the buildings.

Capt. Ballard, who has options on properties in the vicinity, testified as to land values.

J.B. Herring, of the Ottawa Silica Co., testified as to the value of sand land in the vicinity of Ottawa.

County Treasurer Henry L. Arnold was examined relative to the assessed values of the Starved Rock property.

J.W. Parks, a real estate agent at LaSalle, testified that he had an option on the property in 1907 for \$145,000.

Henry Waldecker was questioned relative to the number of persons visiting the park during the season.

Circuit Clerk Joh Witzeman testified that a suit is now pending against the Chicago Drainage District in the circuit court instituted by Ferdinand Walters in which he claims damages to the Starved Rock property in the sum of \$90,000.

The commissioners will meet in Chicago on Saturday, Nov. 5, to take the testimony of Lyman Cooley and I.H. Randolph, government engineers, as to the values of water power and the effects the schemes of improvement of the river would have upon the Starved Rock

region.

Saturday afternoon the park commission visited Deer Park, upon invitation of parties there who are interested in park extension in Deer Park.

*The Weekly Fair Dealer*  
*Friday, November 4, 1910*

**PLACES TO GO—THINGS TO DO**

Lake County Genealogical Society  
18th Annual Genealogical Workshop  
**MIDWEST MELTING POT AND MORE**  
**Saturday, November 13, 2010**

Featuring D. Joshua Taylor, MLS  
Director of Education and Programs at the New England  
Historic Genealogical Society  
Featured expert on the series premiere of NBC's "Who  
Do You Think You Are?"  
Dan Niemiec an Italian genealogy Correspondent of Fra  
Noi.

Round Lake Beach Cultural & Civic Center  
2007 Civic Center Way  
Round Lake Beach, Illinois

**PLACES TO STAY**

Listed below are places to stay while in Ottawa. Additional information on the facilities can be obtained at the Ottawa Visitors Center, at 100 W. Lafayette Street in the Old Reddick Mansion. Phone: (815)434-2737 or (888)688-2924 or website: [www.visit-ottawa-il.com](http://www.visit-ottawa-il.com)

**Ottawa Motel Properties and B & Bs**

**Econo Lodge:** 510 Etna Road, phone (815) 433-9600 or (800) 228-5150

**The Fairfield Inn:** 3000 Fairfield Lane (815) 431-8955

**Hampton Inn:** 4115 Holiday Lane, phone (815) 434-6040 or fax (815) 434-6045

**Holiday Inn Express:** 120 W. Stevenson Road, phone (815) 433-0029 or (800) HOLIDAY

**Sand's Motel:** 1215 LaSalle St., phone (815) 434-6440

**Super 8:** 500 Etna Road, phone (815) 434-2888 or (800) 800-8000

**Surrey Motel:** Route 23, phone (815) 433-1263

**Marcia's Bed & Breakfast:** 3003 N. Route 71, phone (815) 434-5217

## WILLIAM REDDICK—1835

William Reddick will never be forgotten in Ottawa. The public library, which bears his name, was a donation to the city; and he gave to the county some valuable land, which is now a part of the County Asylum farm.

His biographical sketch is given in the following article which was written by his nephew, A.J. Reddick, and printed in the LaSalle Democrat Press March 12, 1885:

"William Reddick was born in Ballynahinch county, Downs, Ireland, October 31, 1812, and came to America in 1816. After living in New Jersey a short time, he went with his parents to Zanesville, Ohio, where in the fall of 1821 his father, James Reddick, died. In 1825 William went to Wheeling and Wellsburg, Virginia, and in the same year he learned to blow hollow ware. In 1827 he emigrated to Brownsville, Pennsylvania, and learned to the window glass trade; and in 1830 he married Eliza Jane Collins, of that city. She died on July 5, 1883. In 1832 Mr. and Mrs. Reddick went to Washington, D.C., where he blew glass for two years and saved \$1,000, the first money of any amount he ever had. In 1834 he went back to Brownsville, and in the spring of 1835 landed in Ottawa, or the vicinity of that city. In 1838 he was elected Sheriff of LaSalle county and he held that office until 1846. He was state land appraiser and county collector at that time. He was State Senator 1847 to 1851, and in 1870 was again elected for two years. At the time of his death he was one of the trustees of the Kankakee Insane Asylum. He was a member of the Board of Supervisors for years, and in 1870, when a Senator, introduced and had passed what is known as the Reddick Temperance law. The family had five sons and one daughter. All are dead except on son, David, of LaSalle. Joseph, who was a Mexican soldier, died in California in 1870. James departed this life in Ottawa in 1847; Mrs. James Stanley died in Birmingham, Alabama, February 5, 1884, and John, another Mexican War veteran, died in Texas in 1849. The mother of William, Bessie Reddick, died in Wheeling in 1828. David, the only surviving son, was born August 1, 1810. The father of this family received his naturalization and became a citizen in Bedford, Pennsylvania, in 1818, he having come to America a few years before his family.

"On the 21st of last June Mr. Reddick sent for Mr. J.H. Widmer and M.N. Armstrong, attorneys, to draw up his will. It was witnessed by E.C. Allen, W.R. Milligan, E.C. Hathaway, and T.D. Catlin. This will covers thirteen pages."

In 1838, Ottawa was infested with a gang of trouble-makers, employees of canal contractors. The question arose as to who was the best man to deal with these men in the capacity of Sheriff. Wash Armstrong, a political leader in those days, suggested that William Reddick

would fill the bill. He was big, powerful and fearless. Accordingly Mr. Armstrong went out to the Reddick farm to see Mr. Reddick. He was found working in a field, barefooted. His wife was also working in the field. When the suggestion was made that Mr. Reddick should become a candidate for the office of Sheriff he ridiculed the idea. He said that he was not well enough educated, and offered many reasons why he would not make a good county official. But Mr. Armstrong insisted, and Mr. Reddick finally consented. He made no fight for the office, but was elected by a large majority. And he made one of the best officials the county ever had. Later, when Mr. Reddick ran for State Senator, he made a house to house canvass and interviewed all the women. He outlined his temperance law to them, and the result was that the women got after their husbands and Mr. Reddick was elected.

Mr. Reddick was a staunch Democrat. When his health began to fail he stated to a friend: "Well, this will be a good time to die-under a Democratic administration." He died just six days after Grover Cleveland was inaugurated. On Sunday morning, March 10, 1885, Mr. Reddick got up at 7 o'clock. He dressed and went down stairs to breakfast, but feeling faint he returned to his room. Soon afterward he was found, sitting in his chair, his head on his breast-dead. The news of Mr. Reddick's death was a shock to the community. It was known that he was in ill health—he had been for several months—but nobody was prepared for the worst. Flags were placed at half-mast in memory of the departure of Mr. Reddick.

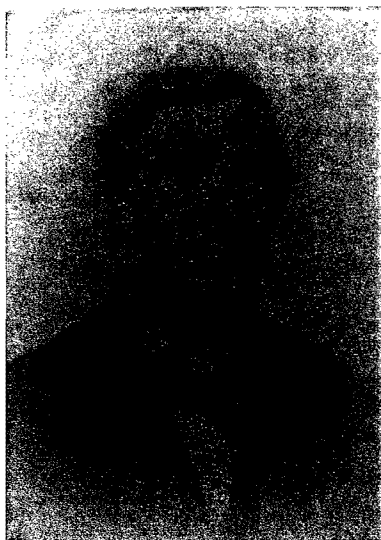
His funeral was one of the largest ever seen in Ottawa. This extract is taken from the Republican of March 13, 1885:

"The services were conducted by Rev. M.K. Whittlesey and Rev. G.S. Young, of Elgin, who, when pastor of the M.E. church in Ottawa, was a warm friend of the deceased. A quartette composed of Mrs. Jordan, Miss McNair, and Messrs, Pritchard and Kendall sang. At the conclusion of the services a procession was formed, Judge Evans, Sheriff Milligan, and C.D. Trimble, of Ottawa; Hon. Elmer Baldwin of Farm Ridge; Col. Plumb, of Streator; A.M. Vaughey, of Seneca, and S.M. Hesiet, of Mendota, acting as pallbearers. Company D and the fire department marched at the head. Following the hearse were carriages containing Ottawa and LaSalle relatives, Judges of the Supreme and Circuit courts, trustees and officers of the Kankakee Asylum, members of the Board of Supervisors, the city council, old residents and citizens of Ottawa and LaSalle county. The procession was very long and, as it moved in the direction of the cemetery, hundreds of people gazed upon it with genuine sorrow."

The Reddick's Library property occupies two-thirds of a block at the northeast corner of Lafayette and Columbus streets, opposite the Appellate Court building. The Reddick home cost over \$40,000, and at the time of its erection was one of the finest private residences in the state. With the residence Mr. Reddick gave an endowment fund of

(Continued on page 6)

(Reddick continued)



William Reddick

\$100,000. His will was contested, but the library association, having been organized under the laws of the state, won out.

The library was opened to the public September 19, 1888.

To show how popular this library has become, last year there were 23,479 books taken out, and of this number 21,749 were fiction and juvenile publications. The total number of books in the library to-day is 13,755. Twenty-two magazines are received each month, and thirteen periodicals—this includes daily and weekly newspapers—are on file at all times.

*Ottawa: Old and New*

*A Complete History of Ottawa, Illinois  
1823-1914*

*Pgs. 22 and 23*

#### NEWSPAPER SOURCE

There are a number of websites that offer “free look-ups” in old newspapers for obituaries and news events, many of which are disappointing. One, however, which seems to deliver what it promises, is: NewspaperARCHIVE.com. It will give you a list of papers for each state and the dates covered, for free. To continue, it will then become a subscription service, but the rates are reasonable and the coverage is unusually good. For example, in looking for Mount Vernon, IL, papers in the late 1800 to 1919, as well as many more recent ones

*Will/Grundy Counties, Illinois  
Genealogical Society Newsletter*

*October 2010, Volume XXIX, Number 2*

#### COMPUTER WEBSITES & INFORMATION

Do you have ancestors that moved to Arizona? If so, you are in luck. Check out <http://genealogy.az.gov/> for birth up to 1934 and death records up to 1959. You will be able to see the actual birth or death record in pdf format.

FamilySearch has announced over 5 million records are now available on it web site. This web site is sponsored by The Church of Jesus Christ of Later-Day Saints.

<http://Beta.FamilySearch.org>

Death Indexes and Records searchable web site is a directory of links to other web sites that contain online death indexes. The indexes are listed by state and county. Included are sources of death records, death certificate indexes, death notices and registers, obituaries, probate indexes, cemetery and burial records. Web site: <http://www.deathindexes.com>

#### Rays Place—Explore New England's Past

This is a collection of things Ray has found to copy and add to the Internet. Here you will find over 7,000 pages of history and genealogy records. Ray has spent hours and days in the libraries of New England and New York. The local histories are really good as they talk about a lot of people in areas where no records were kept in the early years. This web site is very easy to navigate. Give it a try. <http://www.rays-place.com>

Random Acts of Genealogical Kindness is a website I have volunteered on and have used for my own research. (I didn't ask to be reimbursed for expenses)

The volunteers have agreed to do a free genealogy research task at least once per month in their local area as an act of kindness. While the volunteers of RAOGK have agreed to donate their time for free, you MUST PAY the volunteer for his/her expenses in fulfilling your request (copies, printing fees, postage, film or video tape, parking fee, etc.)

RAOGK is a global volunteer organization. With over 4000 volunteers in every U.S. state and many international locations, we have helped thousands of researchers. Our volunteers take time to do everything from looking up courthouse records to taking pictures of tombstones. All they ask in return is reimbursement for their expenses (never their time) and a thank you.

<http://www.raogk.org/>

### HOW BOYS' MARBLES ARE MADE

Almost all the "marbles" with which boys everywhere amuse themselves in season and out of season, on pavement and in shady spots, are made at Oberstein, Germany. There are large agate quarries and mills in that neighborhood, and the refuse is turned to good account in providing the small stone balls for experts to "knuckle" with. The stone is broken into small cubes by blows of a light hammer. These small blocks of stone are thrown by the shovelful into the hopper of a small mill, formed of a bedstone, having its surface grooved with concentrated furrows; above this is the "runner," which is of some hard wood having a level face on its lower surface. The upper block is made to revolve rapidly, water being delivered upon the grooves of the bedstone where the marbles are being rounded. It takes about fifteen minutes to finish a bushel of good marbles, ready for the boys' knuckles. One mill will turn out 169,000 marbles per week. The very hardest "crackers," as they boys call them, are made by a slower process, somewhat analogous, however, to the other.

*The Morris Herald, Friday, 22 June, 1883*

### MARBLES IN OTTAWA

The Peltier Glass Company was founded in 1886 under the name The Novelty Glass Company by Victor Peltier. The name was changed to the Peltier Glass Company in 1919. The company is located in Ottawa, Illinois, and is still in operation, but no longer produces playing marbles. Peltier began making marbles sometime during the early 1920s. Their marbles were marketed under their name and also by M. Gropper & Sons.

The earliest Peltier marbles are single-stream. They are usually referred to as 'Miller' marbles because they were produced using Peltier's first marble machine, designed by an employee named Miller. Peltier produced single-stream slags and swirls.

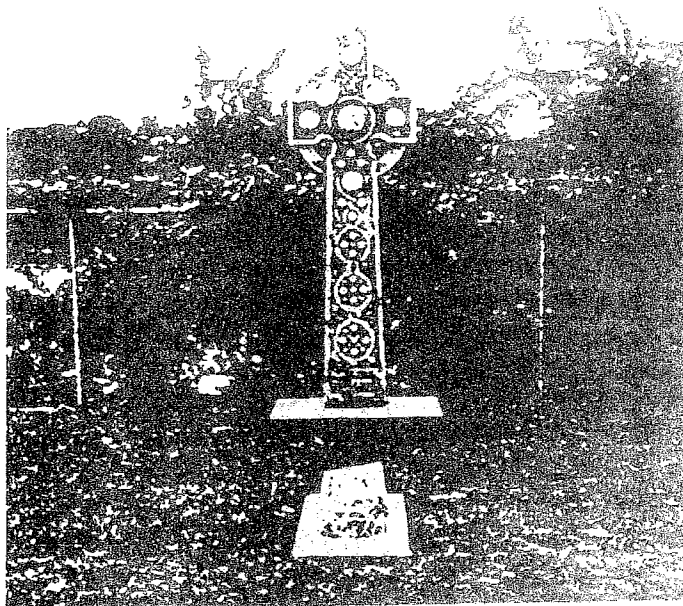
Peltier slags are single-stream marbles, as are the slags of other companies. They are a transparent colored base glass with opaque white swirled in. Peltier slags are rarer than the other companies and are readily identifiable by the very fine feathering pattern produced by the white swirls. This is unique to Peltier.

Peltier produced a patch marble which they marketed as the Peerless.

The Peltier Picture Marbles also called Character Marbles (comics) are Peltier Peerless patches with a black transfer of one of twelve different King Syndicate comic characters fired on the marble surface. Usually, there is an over glaze of clear glass.

<http://www.peltiermarbles.com/indexes.html>

### UNUSUAL CEMETERY STONE



The picture above is an unusual Celtic Cross cemetery stone, but it has an even more unusual story about it. About 10 years ago vandals pushed this stone over the cliff into the Illinois River from the Ottawa Avenue Cemetery. This was done before the fence was put up along the cliff on the south side of the cemetery. The man who owned the stone hired scuba divers to find it. After they located it, they attached air sacs or balloons and floated it to the surface. A boat pulled it down the river to a ramp. They got it on a truck and brought it back. The stone belongs to the Fullerton family.

*The "Genie's" View, LaSalle County  
Genealogy Guild, September/October 1991  
pg. 10*

### HELPFUL HINTS

You know that the female siblings of your ancestor was married, but you don't have a clue about the married surname. Or maybe your female ancestor remarried, and you'd like to find out what surname she had when she died. If you have her exact birth date, try searching the Social Security Death Index with just a first name and the birth date entered. Leave the surname field blank. You may be pleasantly surprised at the hits you get!

*Warren Co., (IL) Genealogical Society's  
Prairie Pioneer, Vol. 30, No. 2*



## TIPS FOR ORGANIZING GENEALOGY

By Mary Harrell-Sesniak

As our research grows, so do our documents—and rather than become mired in duplication of records, choose a filing system that is effective.

Some family historians group by document type (e.g., wills in one file, birth certificates in another) and others try other methods, such as surname or location sorting. But whichever method you choose, there is certain to be a dilemma. For example,

*Should documents for women be stored with parents or spouses?*

*Should sibling records be grouped with direct ancestors or separately?*

*Should vital record copies be kept separately?*

In selecting an organizational system, let your goals guide you. For instance,

*If joining a lineage society, consider sorting files by generation.*

*For projects, such as a transcription records, try sorting by location and surname.*

*Family groupings may work well for surname studies.*

*And if authoring a book on ancestors, or descendants, then sort accordingly.*

In all probability, you'll choose a hybrid system, which can differ for computer and paper copies. And within your system, remember to add summary reports, so information is easily cross-referenced.

Perhaps my organizational methods will assist in developing your own system.

**Paper Files**

Paperwork is stored in a variety of boxes, 3-ring binders, files and plastic tubs.

- Color-coding is used for ancestral groups (for example, green for Dad's and red for Mom's ancestry)
- 3-ring binders are used for surname documents with dividers marking each generation.
- Portable/accordion files contain current projects, such as lineage society applications
- Tubs help for larger projects and ancestors with voluminous quantities of material
- Archival boxes store original documents, with copies filed elsewhere
- Archival quality sleeves protect documents, with notations added as to whether a scan has been made
- Pedigree and/or family group sheets are added for cross-referencing
- TO DO lists are placed prominently with check lists of what has been scanned.

**Computer Files**

- Directories are created for major surnames
- Subdirectories (or subfolders) are established showing the names of each couple
- A third level may be added for children or type of document (for example, military files)
- So that I don't have to consult a genealogy program, numbering indicates the descent from an ancestor (in the example, one can see that I am 15-generations in descent from Nicholas Wilder)
  - 9 Wilder Ephraim & Mary Lane
  - 10 Wilder John & Rebecca Doggett
  - 11 Wilder Edward & Elizabeth Eames
  - 12 Wilder Thomas & Martha
  - 13 Wilder John & Alice Keats
  - 14 Wilder John & Agnes
  - 15 Wilder Nicholas
- Files are backed up to external hard drives and copies shared with family members
- GEDCOMS are uploaded to WorldConnect, so they can be shared with others—but equally important, is they serve as backups in case of computer issues.

In developing your own organizational methods, we recommend reading these ideas found on RootsWeb.

*How to Organize Your Paper Files*—Pierre-Fort Pierre Genealogical Society

*Genealogical Record Keeping or "Now that I've found it, what do I do with it?"* by William Dollarhide and reprinted on Wendy Loveless Waldron's page.

*Some tips on organizing your genealogy research*—The Gene Pool

*RootsWeb Review, 13 October 2010, Vol. 13, No. 10*



**ORDER FORM  
LASALLE COUNTY GENEALOGY GUILD  
115 WEST GLOVER STREET  
OTTAWA, IL 61350**

**Detach and mail with your check or money order to the above address. Thank you.**

NAME \_\_\_\_\_

PHONE: \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PUBLICATION \_\_\_\_\_

OR PUBLICATIONS \_\_\_\_\_

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**MEMBERSHIP APPLICATION / RENEWAL**

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SURNAME INTERESTS: \_\_\_\_\_

(Limit of 10 LaSalle County Surnames Please)

The Surname Index is now on the Internet. If someone is interested in your Surname can the Guild give out your name and address? YES \_\_\_\_\_ NO \_\_\_\_\_

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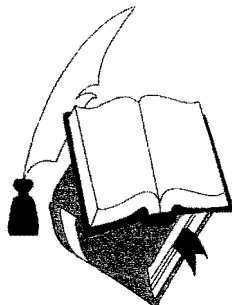
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