100 Puerto Ricans

Edwin Meléndez & Alberto Hernández
Center for Puerto Rican Studies
Hunter College-CUNY

October 2011

Outline

- Introduction: What Is 100 Puerto Ricans?
- Processing Archival Collections
- Prospective Donors Packet
- What Is Collection Development?
- Public Access & Education
- Costs of Collection Development, Public Access & Education
- Where Do We Go From Here?
- Commitment Form
- 4:20 p.m. Grand Tour!
Introduction

The 100 Puerto Ricans campaign is a strategy designed to encourage individuals and organizations that have made or are making a difference in our community to record and document their experiences for future generations.

We seek to:

- Strengthen Centro’s archival collections by making them more comprehensive and balanced.
- Engage a broad range of organizations and partners in the implementation of this campaign.
- Design and implement a fundraising campaign to support the implementation of the initiative.

Why a More Comprehensive and Balanced Archival Collection?

- To promote and support the historical preservation of our heritage.
- To better reflect the contributions of the Puerto Rican people to society.
- To have a more accurate historical record.
- To honor individuals and organizations who have made a difference in our communities and beyond.
- To celebrate the move to state of the art archival preservation facilities in El Barrio.
If Not Us, Who?

The Centro Library and Archives is the world’s only institution solely dedicated to collecting, preserving, and disseminating the history of the Puerto Rican diaspora.

- The library collection consists of over 25,000 books, 2,500 thesis, and over 500 films.
- The archives houses over 5,000 cubic feet of documents (manuscripts and printed records), more than 40,000 images, hundreds of oral histories, and other important resources.

Process to Add Archival Collections

Nomination ➔ Evaluation ➔ Recruitment ➔ Acquisition & Agreement ➔ Collection Development ➔ Public Access ➔ Scholarship & Education
Who does what in the process to add archival collections?

- Nomination (Self, Others)
- Evaluation (100 Committee, Staff)
- Recruitment (100 Committee, Partners)
- Acquisition & Agreement (Staff)
- Collection Development (Staff, 100 Volunteers)
- Public Access (Staff, Partners, 100 Volunteers)
- Scholarship & Education (Staff, Scholars, 100 Volunteers)

Strategic Partners and Networks

- National Puerto Rican Historical Preservation Society
- ASPIRA
- Puerto Rican Day Parade
- HITN
- UPR-Rio Piedras
  Escuela Graduada de Ciencias y Tecnologías de la Información (EGCTI), Centro de Investigaciones Históricas, Sistema de Bibliotecas, Asociación de Bibliotecarios de Puerto Rico
Nomination Form

“100 Puerto Ricans” Nomination Form

Nominee contact info (please fill one sheet for each person nominated):
Name: ___________________________________________
Address: ________________________________________
Tel. ___________________ _______________________
Fax: ____________________________
Email: __________________________

Person making nomination contact info:
Name: __________________________________________
Address: ________________________________________
Tel. ___________________ _______________________
Fax: ____________________________
Email: __________________________

Date: ____________

Please describe why the documents and papers from this person or organization would be a good addition to the Centro Library and Archives:

_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Evaluation: Assessing Strengths

[Bar chart showing assessment of different categories such as Agriculture, Arts, etc., Business, Communications, Economic Dev., Education, Environment, Fam & Community Life, Gender & Sexuality, General, Health, Welfare, Historical Events, Major, Labor & Occupation, Migration & Settlement, Military, Organizations/Leaders, Politics, Gov., Law, Public Safety, Recreation & Leisure, Religion, Science & Technology, Social Reform & Welfare, Transportation, etc., with blue bars indicating Semi-Processed and red bars indicating Processed.]
Notable Gaps in Our Collections

- Areas Outside New York, New York City
- Business
- Media & Communications
- Environment
- Sexuality and Gender
- Military
- Religion
- Science & Technology

Prospective Donors Packet

- Cover Letter, explanation of 100 Puerto Ricans to potential donors
- Q & A
- Description of the Library & Archives
- Donor Commitment Form
Cover Letter

BE AMONG THE GREATEST
Tell Your Story to Centre Archives
It Will Live On Forever

The Center for Puerto Rican Studies (Center) is inviting you to join the company of such famed Puerto Ricans as writer César Vivero, charismatic community leader Leonard Rodgers III, renowned artist Marisol Seto, storyteller and puppeteer Puré Baez, and many other well-known and less well-known members of our community.

These greats never cease, all having lived out loud and in part of their time, and of all who have made an impact in the public or private spheres. They, of course, left their stories - their papers, photos, many of their artistic and literary works, personal letters, etc. - to the revered Centre Archives.

Centre has chosen to ask you to do the same during a campaign designated as 2017 Puerto Rico. The campaign’s goal is to expand our archives by asking all the most comprehensive cache of materials possible in order to tell the full story of the diaspora for future generations. Your participation will help provide historians, other researchers, writers, and anyone interested or in our past with the broadest and most basic facts of your work.

Your donation can only be moving you to a campaign as successful as Centre’s. By participating in a video interview that is to be recorded, you can commit to donating now or promise to do so in the future.

The misguided women social group - the women of Puerto Rico - understood that documenting their lives for Centre Archives was how they could contribute to ensuring that our story, the proud rich and varied history of the Puerto Rican in diaspora, is preserved.

It is a story that属于 from the figures who ventured to the mainland in the first wave of the Great Migration to those who arrived in second wave - it is our collective memory. It is what we did, here we did it, and how we felt as Puerto Ricans living in the mainland. It is about preserving our unique culture while existing in the American scene. It is a journey. 

Questions & Answers Sheet

Questions & Answers About Donations to the Centre De Estudios Puertorriqueños Library and Archives

What is the Cente?
We are the premier organization that leads the charge in the collection, preservation, and dissemination of the story of the Puerto Rican diaspora. We strive to not only be the best, but to be unrivaled by other centers. We are here to serve the needs of all.

What is the interest of the Centre archives?
We are dedicated to the collection, preservation, and dissemination of the story of the Puerto Rican diaspora. We strive to not only be the best, but to be unrivaled by other centers. We are here to serve the needs of all.

What can you do?
A variety of actions can be taken to help, including:

- donations
- volunteering
- participating in events
- spreading the word

What are the benefits of donating?
Donations help to support the Center's work in preserving and disseminating the story of the Puerto Rican diaspora. Contributions can also be in the form of donations, volunteering, or participating in events.

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Collection Development

- **Arrangement**—The archivist constructs an inventory of the records.
- **Description**—The archivist describes the history of the person or body that created the records in a finding aid.
- **Finding Aids**—provide information about the contents and nature of documentary materials and specifies contents within the series and folders.
- **Microforms**—photographic film used as a stable way to preserve and archive data.
Costs of Processing Archival Collections

- An archivist and an assistant fully devoted to a collection can process between 120 and 500 cubic feet of organizational records and between 80 and 200 cubic feet of personal papers per year.
- Cost of processing one foot of archival materials is estimated to be $1,000.

Cost of Storage Facility

Preservation quality storage includes climate control (temperature, humidity, fungi and pests, flood and fire) and security.

- As of October 2011, Centro has a total of 2,902 cubic feet of papers and documents in storage.
- Annual cost is $60,000, or about $20 per cubic feet.
- Shipping to and from the storage facility is about $12.00 per box (1/2 c.f. to 1 c.f.)
Costs of Public Access

- Digitization - from $2.00 to $6.50 per image
  - Preparation
  - Scanning
  - Metadata
  - Web publishing

- Microfilm – processing four reels, or about one cubic feet of documents, is $1,000.

- New York State Education Department awarded $200,000 over 7 years to process 955 reels or 248 c.f. of the total 1,400 c.f. of the Commonwealth of Puerto Rico (OGPRUS) collection (17.7%).

Cost of Historical Preservation Partnership Program

National small grants competition aimed at collecting archival material, research, and dissemination of knowledge about the stateside Puerto Rican community.

- offers individual grants ranging from $2,500 to $4,500
- Over 19 individual partners since 2009.
- Topics include: women, sexuality and gender studies, migration, art, literature, history, cookery, religion, music, and theater.

- Total cost of program is over $60,000
Cost of Educational Program

Centro Videos:
- Frank Bonilla
- Pura Belpré
- Clemente Soto Vélez
  - $15,000 to $20,000 per video

History Posters (Forthcoming):
A series of educational posters depicting the history of the Puerto Rican diaspora.
- $10,000 to $12,000 for 200 copies of six posters

Educational Programs

Art Education Mural Pilot Project at Middle School 406 (Forthcoming)

Artist Maria Dominguez is now conducting a 6-week workshop with a group of 8th graders to create a model and small mural.
Where do we go from here?

- Governance (?)
  - Example: Co-chairs
- Sub committees (?)
  - Example: Development and Fundraising
- Events and Activities (?)
  - Example: Monthly panels with Pioneros by areas
- Communication (?)
  - Example: conference calls, webinars
- Next meeting
- Other people to invite to join the campaign?