

# An Archivist's Guide to Genealogical Research at the Heinz History Center

Mt. Lebanon Genealogy Society  
September 2019

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## INTRODUCTION

- History of Detre Library & Archives, Heinz History Center
- An Introduction to our Collections
  - Key: Western Pennsylvania-focused
- Library* in Detre Library & Archives
- Archival Collections Defined

## SOURCES

### -Local Government Records

- Example Local Government Records:
  - Allegheny County Recorder of Deeds Records, MSS 256
  - Records of Pittsburgh Board of Health, Marriage Returns, MSS 458
  - Allegheny County Recorder of Deeds, Manumission and Indenture Records, MSS 494
    - Online Resource: <http://www.library.pitt.edu/freetlast/index.html>
  - Allegheny County Recorder of Deeds, Feme Sole Trader/Separate Earnings Act Records, MSS 564
  - Allegheny County Veterans and Widows Burial and Death Records, MSS 1159
  - Pittsburgh Select and Common Council Records, MSS 205
  - Beaver County Records, MSS 142
- Example Records:
  - Marriage Returns
  - Indenture Papers, Freedom Papers, Certificates of Freedom
  - Title Abstracts, Mortgage Certificates, Tax Liens, and Certificates of Land Conveyance

### -Church & Synagogue Records

- Example Churches & Synagogues:
  - Allegheny Unitarian Universalist Church Records, MSS 552
  - Alleghenytown Methodist Episcopal Church Records, MSS 324
  - Beth Israel Congregation (Latrobe, Pa.) Records, MSS 1067
    - Online Resource: <http://www.jewishfamilieshistory.org/>
  - Bethany Lutheran Church (Braddock, Pa.) Records, MSS 562
  - Beulah United Presbyterian Church Records, MSS 83
  - Birmingham United Church of Christ Records, MSS 1153
    - Online Resource: <https://historicpittsburgh.org/collection/birmingham-united-church-christ-records>
  - First Unitarian Church of Pittsburgh Records, MSS 550
  - Homestead Hebrew Congregation Records, MSS 107
- Example Records:

- Rites of Passage Records
- Burial Records
- Meeting Minutes
- Correspondence
- Photographs
- Financial Records

#### **-Beneficial & Civic Organization Records**

- Example Organizations:
  - Ancient Order of the Hibernians, Allegheny County Board Records, MSS 391
  - Ancient Order of the Hibernians, Homestead Chapter Records, MSS 351
  - Aurora Reading Club Records, MSS 378
  - Ateleta Beneficial Society Records, MSS 354
  - Beaver Valley United Jewish Community Records, MSS 447
  - Beneficial Society of North Italy Records, MSS 356
  - Irene Kaufmann Settlement House Records, MSS 78
  - Pittsburgh Foundrymen's Association Records, MSS 76
- Example Records:
  - Correspondence
  - Meeting Minutes
  - Individual Membership Applications
  - Internal Newsletters
  - Death Benefit Applications
  - Photographs

#### **-Funeral Home Records**

- Example Funeral Homes:
  - H. Samson, Inc. Records, MSS 260
  - Newcomer Funeral Parlor Records, MSS 363
  - T. B. Moreland Company Funeral Home Scrapbooks, MSS 687
  - Pappert Funeral Home Records, 2017.0040
- Example Records:
  - Funeral transfer files
  - Order books
  - Burial records

#### **-Records of Genealogists Past**

- Example Genealogists Past:
  - Eunice E. Elliott Genealogical Papers, MSS 761
  - Josiah V. Thompson Papers, MSS 201
- Example Records:
  - Genealogical diaries
  - Original family photographs and documents
  - Genealogical research files

#### **-Business & Industry Records**

- Example Businesses and Industries:
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    - ALCOA Records, MSS 282
    - Carnegie Steel Company Records, MSS 315

- H. J. Heinz Company Records, MSS 57
- Kaufmann's Department Store Records, MSS 391
- Jones & Laughlin Steel Corporation Records
- Joseph Horne Company Records, MSS 398
- PPG Industries Records, MSS 667
- Westinghouse Electric & Westinghouse Airbrake (limited) Corporation Records, MSS 424, MSS 920
- United States Steel Corporation, Duquesne Steel Works & Homestead Steel Works, MSS 42, MSS 418
- Example Records:
  - Individual employee files
  - Internal newsletters & publications
  - Photographs
  - Production records
  - Training materials

**-Other Assorted Resources:**

- Archives:
  - Family Papers
  - Employee Newsletters
    - Industrial:
      - *Men and Steel* (1947-1952)
      - *Westinghouse News* (1914-1917, 1919-1927)
      - *WABCO News* (1924, 1927)
      - *ALCOA News* (1930-1983)
      - *ALCOA Aluminum* (1934-1980)
      - *PPG Live Shots* (1918-1929, 1938-1940)
      - *Dravo News* (1978-1987)
      - *Dravo Review* (1948-1974)
      - *Dravo Slant* (1943-1944)
      - *Pickles* (1897-1904)
      - *The 57* (1905-1908)
      - *57 News* (1918-1970)
      - *Snap Shots* (1934-1962)
      - *Spotlight* (1948-1965)
      - *News Beat* (1971-1980)
      - *Orange Disk* (1959-1983)
      - *Gulf Oilmaniac* (1978-1980, 1982, 1984)
      - *Copperwelder* (1947-1977)
      - *J&L Steel Employees Journal* (1935-1937)
  - Department Stores:
    - *Stogram* (Kaufmann's) (1920-1922, 1924-1929, 1935, 1937-2002)
    - *Horne-Pipe* (1919-1993)
    - *Gimbelite* (1958, 1960-1963, 1965-1968, 1972, 1974)

## FINDING YOUR ANCESTORS IN THE ARCHIVES

-Thinking Like an Archivist to Get the Most Out of Archival Collections:

- Pack up your Ancestor's FAN Club and bring them to the Archives
  - Which **areas/neighborhoods** did they call home?
  - Which **churches/synagogues** were they likely to have attended?
  - Which **corporations and/or businesses** benefitted from their labor?
  - Which **beneficial and/or civic organizations** might have had their membership?
- Search using *these names*, rather than just ancestors' names

-Finding Your Ancestors in the Archives: Tips & Tricks

- Embrace uniqueness of collection; let *it* tell you its strengths
- Using your Ancestor's FAN Club, devise list:
  - Businesses, Organizations, other affiliations
    - Use local histories, city directories, maps to uncover names
  - **Date Range**
  - **Geographic Boundaries**
  - Acknowledge limitations of list; revise over time
- Plug names and keywords into catalogs
- **Consult with Archivists & Librarians**

-The Work We Archivists Do

- ArchiveGrid: <https://beta.worldcat.org/archivegrid/>
- Google: "[Organization, Person, Etc.] Records in Archives"

## PORTRAITS TO OUR COLLECTIONS

- **Online Catalog**
  - Link: <http://www.heinzhistorycenter.org/detre-library-archives>
- **Finding Aids** (just to search archival collections)
  - Link: <http://www.historicpittsburgh.org/findingaids>
- **Historic Pittsburgh**
  - Link: <http://www.historicpittsburgh.org/>

## PLANNING YOUR VISIT

- **Address:**
  - 1212 Smallman St.  
Pittsburgh, Pa. 15222
- **Hours:**
  - Wednesday-Saturday, 10am-5pm
- **Admission**
  - FREE for researchers
- **Contact Us:**
  - [library@heinzhistorycenter.org](mailto:library@heinzhistorycenter.org) or 412-454-6364