

CORTLAND COUNTY HISTORICAL SOCIETY

Telling Your Stories Since 1925

Brockway Project Final Report

by Liz Wave-Brown, Project Manager

December 23, 2020

Cortland County Historical Society has completed the Brockway Project to contribute 815 images and associated meta-data to the *New York Heritage digital collections* promised in the 2014 Grant. When I started working on the project in January, I made several discoveries while evaluating the original digital images created by Scan Café in 2014:

- Organization of the collection was totally random, in 11 folders. There were images created from color slides, color photos, black and white photos, and black and white photos in each of the folders, except for 2 designated as slides. The images were not chronologically arranged, nor were they arranged by subject, event, or place.
- There were several images that were not appropriate for NY Heritage, such as photos of drug paraphernalia, for example, or several because the digital image quality was poor.
- As I studied the images in each folder, it became clear that there were duplicate images, either in the same folder or in other folders. There were also several photos, while not an exact duplicate, were so close, that it did not seem necessary to load a second image.
- Previous staff working on the project left no documentation, or clues regarding their selection of images that they loaded in 2014. Digital images seemed to be pulled randomly from several folders.

Given these findings, I changed my approach to the project, developing a set of sub-projects, that included:

1. Identify the original folder location of the 300+ photos that were part of the original 2014 load and creating a spreadsheet to crossmatch the image with its Scan Café folder location; identify the original CCHS location; crossmatch the original Scan Café file name with the name of the file name used upload files;
2. Determine photos to pull (content, quality, duplicates) and not upload to the NY Heritage Brockway Collection;
3. Organize the photos into sets, by chronology, event, type, etcetera.
4. Digitize additional photos to replace the pulled photos.

All of this meant was a lot of prep work to accomplish over several months before creating meta-data and editing photos, and then preparing files for upload. While I had planned to have to rely on crowdsourcing to gather information, in digging into the collection I found that Brockway kept meticulous documentation of trucks produced in an Index and reported on trucks and events in their Brock-caster newsletters. I supplemented the CCHS Brock-caster collection by locating sources online for digital editions of our issues missing. I also reviewed the content (photos and spec sheets) of several Brockway enthusiast groups on Facebook, such as Brockway Trucks and Brockway Trucks, 1912-1977, as well as eBay, an unlikely, but useful resource. I did some crowdsourcing in our local memories Facebook groups to help identify people.

Accomplishments: January 17 – December 1, 2020:

1. Meta-Data Training with Julia Corrice. (January 17, 2020).
2. File Naming Conventions Training with Julia Corrice and Tabitha Scoville (January 28, 2020)
3. Identified 580 images and sorted these into groups by chronology and event.
4. 3 SUNY Student Interns (unpaid) digitized 2,434 8x10 black and white photos, saving as 600 DPI TIFF files, with the naming convention I established, i.e. BMT_PH_BI_5000_05689 / Brockway Motor Trucks_Photo_Binder_5000 series_photo number (January 22 – March 12, 2020). Some of these will the replace discarded digital images.
5. Digitized 80 color slides related to the history of Brockway (March 17, 2020).
6. Created a sample file of edited images and metadata for review by Ryan Perry, Digital Collections Librarians at CLRC.
7. Submitted batch loads of 100 to the Google shared upload folder on: July 9; July 21; August 1; September 10; September 23; October 28; November 23 (115 images); and December 1.
8. From July 23 – November 18, I wrote a weekly Facebook post – “Brockway Wednesday” on the CCHS Facebook page, shared to 12 Facebook groups and pages, to raise awareness of the project and the NY Heritage: Brockway Motor Trucks Collection.
9. The Board of Trustees Approved an increase in the CCHS contribution on August 12, 2020 to support project completion.

Budget Expended as of December 1: (\$13 per hour)

RBDB Funded: \$3,245 (33%) CCHS Funded: \$6,539 (67%)

PROJECT TOTAL: \$9,784 (100%)

The project was completed with the final load on December 1, 2020, and completion of this Final Report.