Volume 3
Issue 3

Greene County Records Center & Archives

Beyond the *clocktower*

New Online Catalog & Digital Repository!

We recently migrated our collection database and digital preservation system to online formats! These new databases provide our patrons greater access to records by providing an improved way to search and locate public records/materials within our collection. Our online catalog is user-friendly, and users can search using keywords, dates, and types of records. Records are indexed by record type, department, subject headings, and names. To learn more about how to search for records, please visit our website for search tips! You also can search our digital repository to locate digital records and materials within our collections that are open to the public.

Digital records and materials are organized into collections, with each department being represented as a collection. There are several ways to search the collections, and we encourage you to visit our website to find a search guide and tips!

It is important to note that we are working diligently to get records into our online catalog and digital repository, but it going to be a multi-year process. Please be patient and check back frequently to view our most up-to-date records.

As we make more and more records available via our catalog and digital repository, you will notice changes to our website as well. We will be sure to keep our patrons abreast on where to locate various resources as we make these improvements!

All records within our collection are non-circulating. To view original records, visitors can request to view these materials in our reading room. Appointments are not necessary, but they are encouraged.

We are happy to fulfill records requests for off-site researchers. Please use the online request form to submit any inquiries. Pursuant to the Ohio Public Records Laws, you also may submit a public records request using our online request form.

Collections currently available in our digital repository:

- *Auditor*
- *Board of County Commissioners*
- *Engineer*
- *Probate Court*
- *Veterans' Services*
- *Records Center & Archives*

October is American Archives Month!

American Archives Month is just around the corner! The archival profession, and the work we do, are poorly understood – Archives Month provides us the opportunity to focus on the value of archives and provide the public with a better understanding of what we do and why.

You may not think about it, but in your daily life – professional and personal – you create and keep information about your activities. As archivists, we help collect, organize, maintain, preserve, and provide access to the information that is considered to have lasting value. Archival records take on many forms. It can be a diary, financial and legal documents, photographs, videos, sound recordings, correspondence, and electronic records.

As archivists, we are responsible for maintaining the historical records of our communities to ensure access to such records now and for future generations.

Here at the Archives, we have planned a few activities for Archives Month. On October 6, we will participate in #AskAnArchivist Day! This is a great opportunity to bring your questions to us (and other memory institutions)! On October 20, we will hold an Open House from 11AM-2PM. Be sure to stop by to see some of the records we hold and get a tour of our facility! On October 31 at 2PM, we will be hosting one of our Spooky Tales programs at Clifton Reserve &

Lodge. Be sure to follow our Facebook page for all the details about our program, as well as all the other events for the month!

We hope you will join us throughout the month, and learn more about our work!

"Archivists bring the past to the present. They're records collectors and protectors, keepers of memory. They organize unique, historical materials, making them available for current and future research."

Lisa Smith, Associate Archivist
Catholic Diocese of Baton Rouge

Robin Heise, Records Manager/Archivist for the Greene County Records Center & Archives

"Fall is just around the corner which means it's time for Friday night football, sweatshirts, apple cider, and spending time with family and friends by the bonfire!"

A Few Words from the County Archivist

I mentioned in the last issue that both our online catalogue and our new digital repository are up and running. Since the last issue, Archives' staff have uploaded nearly *3 million* electronic files to the digital repository and *305 collections* to our online catalogue (for *a total of over 1,000 records*)! Yes, we've been busy!! Records can be searched by record type, originating office, subject headings, and in some cases, the names associated with the record. Although we have done a lot of work on both of these systems, we still have a lot of records to add to them. Be sure to check both systems on a regular basis for updates!

If you haven't already, be sure to follow us on Facebook, Twitter, YouTube, and Instagram so you don't miss any of the posts highlighting our historical records. You might notice that our blog, "Out of the Clock Tower", is taking a short hiatus. In saying that, we will be resharing some of our favorites from the past and will have an occasional new post. We hope to get the blog back up and running on a regular basis in 2023. Do you have any topics that you would like us to explore in our blog? If you do, please let us know by email or through one of our social media sites.

We are currently processing record requests through the window in our entryway during our normal business hours (Monday-Friday, 9 AM to 4:30 PM). Please note, *Archives' staff are UNABLE to provide genealogical, property, and/or other extensive research, but we will gladly provide you with the tools that you need in order to complete your research.*
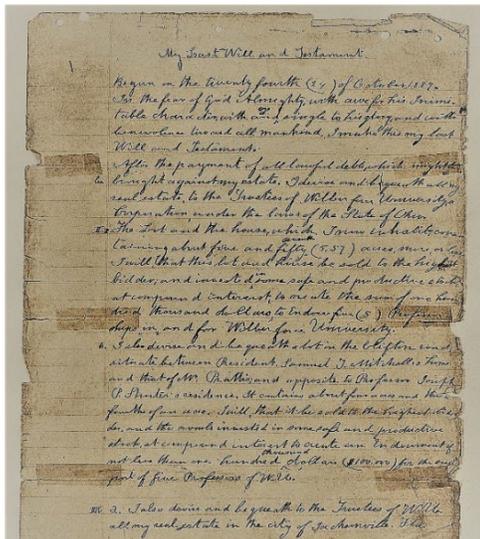
Until next time,
Robin Heise
Greene County Records Manager & Archivist

Greene County VIP:
Bishop Daniel A. Payne

Bishop Payne is known as one of the most important African American figures during the nineteenth century and was instrumental in the advancement of Wilberforce University and the African Methodist Episcopal (A.M.E.) Church


Excerpt of Last Will & Testament of Bishop Payne

Daniel A. Payne was born on February 24, 1811, in Charleston, South Carolina. He was the son of free parents, who had African, European, and American Indian ancestry. Payne's parents died before he reached adulthood and he went to live with a great aunt. Payne was raised in the Methodist Church, and was self-taught - learning mathematics, physical science, and classical languages by candlelight.

In 1829, at the age of 18, Payne opened a school for African American children in Charleston. The school was forced to close in 1835 after the passage of Bill No. 2639, restricting the education of enslaved and free people of color.

Dismayed, Payne moved north and enrolled in the Lutheran Theological Seminary in Pennsylvania. He became ordained in 1839, becoming the first African American minister in the Lutheran Church in New York. He left the Lutheran Church and joined the A.M.E. Church in 1841, and became a minister in 1843.

Bishop Payne helped found Wilberforce University in 1856, but the university closed in 1862 due to the Civil War. In 1863, Bishop Payne negotiated the purchase of Wilberforce University on behalf of the A.M.E. Church. The same year, Payne was selected to be the president of Wilberforce University, a position he held until 1876. Under his leadership, the enrollment grew rapidly, from just 12 students to 150 students by the end of his tenure.
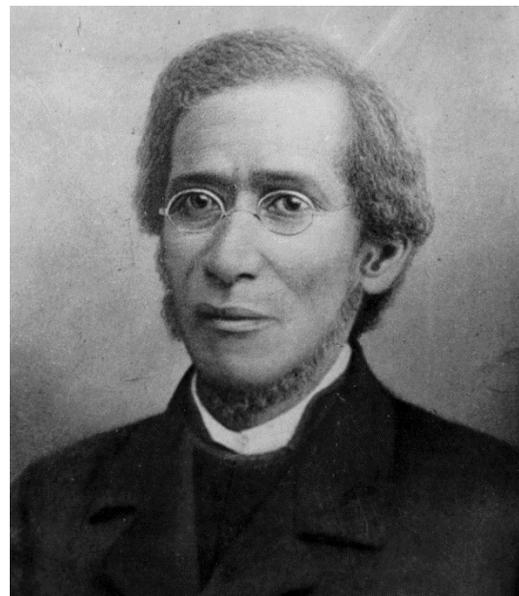
Bishop Daniel A. Payne
circa 1870-1890

Courtesy of the Ohio History Connection, https://ohiomemory.org/digital/collection/p267401coll36/id/5509

Payne was a staunch abolitionist, skilled writer, and devoted educator. He was instrumental in organizing A.M.E. ministries throughout the South, gaining 250,000 new members for the church during the Reconstruction era. In 1888, Payne wrote a memoir, *Recollections of Seventy Years,* reflecting on his life. In 1891, he wrote the historiography of the A.M.E. Church, titled *History of the American Methodist Episcopal Church.*

Bishop Daniel A. Payne died on November 2, 1893, at the age of 82. His services were held in Xenia, and his body was transported east for his final burial at Mount Zion Cemetery in Lansdowne, Maryland.

follow us >>>

Be sure to follow us on social media for all the latest updates and events happening here at the Archives! You can link to our accounts using the below icons.

calendar of events >>>

September 5, 2022
> Closed for Labor Day

October 13, 2022
> #AskAnArchivist Day – follow us on social media for this event!

October 20, 2022, 11AM to 2PM
> Greene County Records Center & Archives Open House

October 31, 2022, 2PM
> Spooky Tales from the Archives, Clifton Reserve & Lodge

November 11, 2022
> Closed for Veterans Day

November 24-25, 2022
> Closed for the Thanksgiving Break

As I'm sure many of you are aware, the federal government will no longer accept a standard driver's license or identification card as a sufficient form of identification for air travel or to get into a federal building.

The compliant card requires more documentation as proof of name and residence. When applying for the compliant card, you will need to provide documentation as proof of the following:

- Full legal name
- Date of birth
- Legal presence in the US
- Social Security number (SSN)
- Ohio street address – must provide TWO (2) documents from different sources as proof
- Proof of name change (if applicable)

(View the acceptable documents list provided by the BMV)

The last requirement is one of the biggest changes to obtaining a license. Before this new law, the current or expiring license/ID card was sufficient as proof of name. This new requirement is to track the name from birth to the present. If you have been married and changed your name, or had a legal name change, this requirement affects you most. Since the announcement of this new requirement, we have had a huge influx of requests for ***certified*** marriage records, divorce records, and change of name records.

So, what does this mean for you? To make this process a bit easier to navigate, here are some general tips to follow prior to going to the BMV.

1. All legal documents must be certified copies! Birth certificates, marriage records, divorce decrees, and court-ordered change of names must be certified by the county/state in which they were executed.

2. If you are married, or have been married, and changed your name, you must show proof of EACH marriage. Again, these records must be certified.

3. If you returned to your maiden name as part of divorce proceedings, you will need a certified copy of your divorce decree to prove the name change.

4. If you returned to your maiden name through a legal name change after your divorce, you will need a certified copy of the court-ordered name change.

5. If you changed your name legally through a court-ordered name change, you will need a certified copy of your name change.

6. Marriage records are held by the county in which you resided, not where you got married. For example, if you were living in Montgomery County, but got married in Greene County, the marriage record will be in Montgomery County.

7. If you got married out-of-state, you will need to obtain a copy of the marriage record from the county in which you got married. For example, if you got married in Newport, Kentucky, you will have to contact Campbell County, Kentucky to obtain your marriage record.

8. We hold marriage records from 1803 to 2012. Probate Court holds marriage records from 1991 to the present. We do have an overlap in the marriage records between 1991 and 2012, so you can obtain those records from either office.

9. We do not have all the divorce decrees. We recommend that you contact the Clerk of Court first to verify where the record is held.

10. We recommend calling our office prior to arrival to confirm we have the requested records.

We hope these tips are helpful and make obtaining your Real ID a little less stressful!