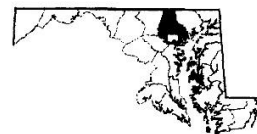


The Baltimore County Genealogical Society



THE NOTEBOOK



Volume 33 Number 1 (No. 148) P.O. Box 10085 – Towson, MD 21285-0085 Spring 2017

EDITORS NOTES Kenneth E. Zimmerman, Editor

This Notebook has two (2) major articles:

1. Genealogy Research Case Study by Kenneth E Zimmerman. The Cooper Family of Baltimore, Maryland.
2. Enoch Pratt Library of Baltimore for researching on-line and at the Central Library.

Genealogical Tip of the Quarter

Marriage Information in 1860 US Census---The 1860 US census asks if the person was married within the census year. Refer to column 11. It can be easy to overlook this column, particularly if the person is someone you don't think would have gotten married during the census year. This can be a significant clue, particularly in locations that do not have marriage records.

Boarders of Relatives---Have you reviewed the census enumerations of your ancestral aunts and uncles? Are there boarders living with them? Is it possible that person is a relative even if the census does not mention that relationship? Genealogy Tip of the Day with Michael John Neill. <http://genealogytipoftheday.com>

1. Genealogical Research Case Study

Professional Genealogy Research Project:

The client provided the following information: Richmond M. COOPER (born 16 Dec 1910 MI and died 21 Nov 1998 Parkwood, Baltimore County, MD) and his wife Virginia Mae WILSON (born 19 October 1913 and died 8 Oct 1987 in Parkwood MD). A son name listed with his date of birth. The client wanted to find obituaries and name of the cemetery.

Started by searching ancestry.com to find if any information is on Public Member Tree. Same information client provided except name of their son.

The University of Maryland Baltimore County (UMBC) library in Catonsville, MD has microfilm for The Baltimore Sun. newspaper. Richmond M. COOPER obituary notice was listed in the newspaper on November 23, 1998 page 4a. Obit listed devoted husband of Virginia Mae Cooper and beloved father of name of his son. Note: She was living at the time of his death. The newspaper stated the interment private and no cemetery listed.

Searched The Baltimore Sun on-line at the Enoch Pratt library for a Virginia COOPER obituary notice. Listed in the newspaper for October 20, 1987 was a Virginia C. (nee CULLER) Cooper beloved husband of James E Cooper II. This obituary was another Virginia Cooper and was not the wife of Richmond COOPER.

Searched the U.S. Social Security Death Index. Richmond M. Cooper listed born 16 Dec 1910 and died 21 Nov 1998. Issued Washington DC.

Searched the U.S. Social Security Death Index. Virginia M. Cooper listed born 18 Sep 1918 and died 16 April 2000. Baltimore, MD 21234. Issued Michigan.

Searched The Baltimore Sun at UMBC library for a Virginia M. Cooper for her obituary as death date 16 April 2000. No obituary in newspaper from date of death and 5 days forward.

Searched the Maryland Register of Wills for Baltimore City on-line
[Office Of The Register Of Wills - Estate Search](http://registers.maryland.gov/main/search.html) registers.maryland.gov/main/search.html

The on-line database has an estate docket index listed a Virginia M. Cooper for date of death 16 April 2000 and date of probate on May 10, 2000. Ordered copies of the probate record. Ordered and received copies of the estate documents from Register of Wills Baltimore City. No information on place of interment.

The on-line estate docket index lists a Richmond M. Cooper for date of death 21 Nov 1998 and date of Probate: 19 Jan 1999. Order and received copies of the estate docket from Register of Wills. No information on place of interment.

Contacted the Maryland State Archives (MSA) regarding the death certificate number, as the death index is not on-line for this time period. The Archivist uses the Maryland Vital Records database. Archivist provided the certificate numbers. Now one can proceed to the search room to obtain copies of the death certificate at MSA for \$1.00 each or order on-line for a Certified Death Record costing \$25.00 each. The death certificate should have the place of interment. The death certificate may state the parents of Richmond and Virginia COOPER.

The Estate Docket listed the Personal Representative with a Mr. (first name not be provided in this report) Cooper and his address. A Real Property search was done on line for the address of the Personal Representative. The Personal Representative name was on the current property record and listed as being sold to the current owner in 2002.

Searched on-line at whitepages.com and obtained a phone number for Mr. Cooper. Spoke to Mr. Cooper and had a nice conversation and said that the cousin could call him. He stated his parents were buried in Parkwood Cemetery.

Contacted Parkwood Cemetery on 3310 Taylor Ave 21234. One stated both are buried in Plot 239 Area: Garden of Honor with a large tombstone. Next step is visit the cemetery and take photos.

Conclusion: The death date of Virginia Mae that was provided by the client was proven to be incorrect. The client now has a correct date of death, SSDI Index record, Probate Records Documents, place of burial and name of a new cousin.

The case study should provide some research tips. Not all research is simple or straight forward

The client will be receiving a full report.

Permission was received in writing from the client to write an article in BCGS Notebook about the research case study. She was sent a copy of this article and hope others can learn from this project.

Article written by Kenneth E. Zimmerman February 2017
www.familythreadgenealogy.com

2. ENOCH PRATT FREE LIBRARY- Central Library

400 Cathedral Street
Baltimore, MD 21201
410-396-5430

Hours of Operation

Mon: 10:00 a.m. - 7:00 p.m.
Tue: 10:00 a.m. - 7:00 p.m.
Wed: 10:00 a.m. - 7:00 p.m.

Thu: 10:00 a.m. - 5:00 p.m.

Fri: 10:00 a.m. - 5:00 p.m.

Sat: 10:00 a.m. - 5:00 p.m.

Sun: 1:00 p.m. - 5:00 p.m.

Sunday hours run October through May

[Holiday closings see schedule on-line](#)

Parking: On street parking is available but plan to feed the meter. Watch street signs for when cannot park. One paid parking lot near-by.

The area has been safe to walk during the day light but make sure lock your vehicle and hide all items.

The staff is very helpful to guide you finding records.

Genealogy and Family History Resources: Overview

Researching your family at the Enoch Pratt Free Library

Genealogical resources are **housed in four departments** at the Enoch Pratt Free Library Central Library/State Library Resource Center:

[African American Department](#) (1st floor, Annex)

What you will find in this department

Approximately 20 guides to doing genealogy research involving

- persons of African American descent
- genealogies families have published
- histories of relevant events and historic African American neighborhoods throughout the world
- primary resources (e.g., slave narratives, emancipation records, membership lists, cemetery records)
- historical general interest sources (e.g., Flowers of the Forest Black Genealogical journal)

Staff does not conduct genealogy research on the customer's behalf. However, we will assist customers with locating, choosing, and searching print resources, as well as navigating appropriate electronic databases and web sites.

Related web resources

- [African American Genealogy](#) - includes information on how African American genealogy differs from genealogy for other ethnic backgrounds, information on how to find records and documents and where to go to get started.

Maryland Department (2nd floor, Annex)

What you will find in this department

U.S. census records for Maryland, Baltimore City Directories, and other genealogical resources pertaining to the State of Maryland

Reference requests are limited to Baltimore City Directories, Compiled Service Records of Volunteer Soldiers (Union and Confederate) Who Served in Organizations from the State of Maryland, 1861-1865, Federal Census for Maryland 1790-1930, Naturalization Index/Petitions, and Passenger Lists for the Port of Baltimore, 1820-1948. For more specific information about genealogical assistance from the staff of the Maryland Department, please go to [Requesting Genealogy Research from Maryland Department Staff](#).

Related web resources

- [A Guide to Genealogical Research in the Maryland Department](#) will help you get started on your own genealogical research. It includes information about genealogical resources in the Maryland Department Collection, useful websites, and how the Maryland Department can help you with your genealogical research.
- [Indexes to Death and Marriages in Maryland Newspapers](#)
- [Locating Passenger Arrival Information at the Port of Baltimore](#) (3:50 min.) - This video tutorial will provide you with basic instruction in finding immigrant arrival information at the Port of Baltimore using microfilm held in the Maryland Department.

Periodicals Department (1st floor, south side)

What you will find in this department

Specializes in looking up death notices and obituaries and maintains a useful collection of historic newspapers (both national and Maryland) available on microfilm or through databases.

Reference requests in the Periodicals Department are limited to death notices, obituaries, wedding announcements, and out-of-state directories. To search for information in the newspapers in our collection, we will need the exact month, day and year of death and/or burial, as well as the last known residence or the place of burial. Sometimes, this information can be found in the [Social Security Death Index](#). We will check the appropriate newspapers five days around the date supplied.

Related web resources

- [Newspapers](#) - current and historical newspapers maintained by the Periodicals Department.
- [Other Genealogical Resources in the Periodicals Department](#)

[Social Science and History Department](#) (1st floor, north side)

What you will find in this department

Basic guides to researching your family history, general genealogical directories, genealogical resources for other states, or old maps for locations other than Maryland

Although we do not perform individual genealogical research, staff in SSH will assist customers with general guides for researching family history as well as provide guidance in using appropriate electronic databases and web sites for research. Department staff members provide assistance in locating and using our various genealogical print resources.

Guidelines and Policies

There is no charge for research at this time. To mail photocopies, there is a \$2.00 minimum charge for 7 pages or less; every page beyond 7 pages will cost \$0.10 each (\$0.20 for microform prints). Maryland residents will be charged 6% sales tax. Prepayment is not necessary; an invoice is included with any mailing of copies. All checks or money orders should be made out to the Enoch Pratt Free Library.

Monthly genealogy reference requests are limited to five specific searches. You may request up to five per month from all of the categories mentioned in the department descriptions. This means that you can request one person be searched in five separate sources or up to five persons be searched in a single source. Any combination of the two is acceptable. The following is an example of what a monthly request might look like:

Please note: If you submit more than five items, only the first five items on the list will be researched. All other requests beyond the five items will have to be resubmitted the following month.

<u>Name</u>	<u>Source</u>	<u>Date</u>
Jane Doe	Obituary	12/18/1877 (Baltimore City)
Jane Doe	City Directory	1884 Baltimore City
Jane Doe	Census	1870
John Doe	Passenger Arrival	December 1912 Ireland/Irish
Jane Doe	Naturalization Index	1890-1900

Please include your mailing address with any communication, as copies may be necessary to answer your question. If you would like your information e-mailed, please include your e-mail address. E-mailed information is generally sent in pdf format.

Databases: Accessible outside of the library, using your Pratt library card

[America's Obituaries and Death Notices](#) - collection of newspaper obituaries and death notices from around the United States. Each obituary or death notice is indexed by the name of the deceased person, to make searching easier and more precise. In addition, the text of each obituary or death notice is searchable, making it easy to find just what you're looking for using a place of residence, occupation, names of family members, or other personal information.

[Baltimore Afro-American](#) - The Baltimore Afro-American was one of the most widely circulated African American newspapers. The paper's contributors have included writer Langston Hughes, intellectual J. Saunders Redding, artist Romare Beardon, and sports editor Sam Lacy.

[Baltimore Sun Historical Archive](#) - contains issues of the Baltimore Sun from May 1837 up to February 1901. The database is easy to search and contains images of the actual Sun Paper as it appeared on the date of publication.

[Biography and Genealogy Master Index \(BGMI\)](#) - comprehensive index to more than 10 million biographical sketches in over 1000 current and retrospective biographical dictionaries, covering both contemporary and historical figures throughout the world. Each citation sites the name, birth, and death dates as well as a complete citation for all references.

[Heritage Quest](#) - includes over 25,000 family and local histories as well as the Federal U.S. Census from 1790 through 1930. Additionally, this database allows you to search *Periodical Source Index* (PERSI), which covers genealogy and history periodicals, the *Revolutionary War Pension and Bounty Land Warrant Application Files*, which identifies more than 80,000 American military, naval, and marine officers and enlisted men and *The Freedmen's Bank Records*, which documents more than 70,000 bank depositors and their dependents.

[Historical Newspapers](#) - offers the original news articles exactly as they appeared to the original readers decades ago. The articles are PDF images that can be downloaded, printed or emailed.

This database includes the following newspapers:

- Chicago Tribune - 1849 - forward
- Chicago Defender - 1905 - forward
- The Christian Science Monitor - 1908 - forward

- The New York Times - 1851 - forward
- The Wall Street Journal - 1889 - forward
- The Washington Post - 1877 - forward

These are available individually or in cross-searchable collections.

Only accessible in Pratt Library locations

[Ancestry Library Edition](#) - provides instant access to a wide range of unique resources for genealogical and historical research. With more than 1.5 billion names in over 4,000 databases, Ancestry Library Edition includes records from the United States Census; military records; court, land, and probate records; vital and church records; directories; passenger lists and more. These collections are continuously expanding, with new content added every business day.

Genealogical Websites

[Ancestry.com](#) - major Internet site with numerous databases, many of them free.

[Castle Garden](#) - for immigrants arriving in New York from 1830 to 1891, Castle Garden served as the disembarkation point. This site offers free access to an extraordinary database of information on 10 million immigrants who came to America through Castle Garden.

[Cyndi's List](#) - boasting more than 250,000 links and visited by an estimated 2 million people each month, this site is a necessary stop on any genealogical search.

[Ellis Island](#) - This site functions as a database of immigrants who arrived at Ellis Island between 1892 and 1924. In most cases, after locating an immigrant, the original ship's manifest may be viewed as well as an image of the ship along with its history.

[Family History Internet Genealogy Service](#) - This database is a link with the vast genealogical resources of The Church of Jesus Christ of Latter-Day Saints. Included is information on over 360 million surnames, as well as a catalog for the Family History Library and a database to locate the nearest Family History Center.

[Library of Congress Local History & Genealogy Reading Room](#) - a guide to the genealogical resources available at the Library of Congress, as well as a list of Internet sites.

[National Archives Genealogy Page](#) - a guide to the resources of the National Archives, both online and at different physical locations around the country.

[Royal Genealogical Data](#) - Searchable database on European royalty from ancient times to the present.

[Social Security Death Index](#) - The Social Security Death Index provides access to birth and death date information for millions of deceased individuals with Social Security numbers whose deaths were reported to the Social Security Administration. Birth years for individuals included range from 1875 to last year.

[USGenWeb Project](#) - If you've already pinpointed where your American ancestor lived, this site can help further. [USGenWeb](#) features state and county information such as land transfers, wills, and marriage records, transcribed by volunteers. [WorldGenWeb](#) is the corresponding site for international genealogy.

Above information was from the <http://www.prattlibrary.org/> website

Genealogy

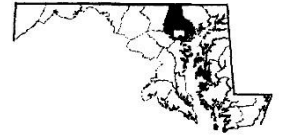
**Genealogy begins as an interest,
Becomes a hobby;
Continues as an avocation,
Takes over as an obsession,
And in its last stages,
Is an incurable disease.**

--Author Unknown

The Baltimore County Genealogical Society



THE NOTEBOOK



Volume 33 Number 2 (No. 149)

P.O. Box 10085 – Towson, MD 21285-0085

Summer 2017

EDITORS NOTES **Kenneth E. Zimmerman, Editor**

This Notebook has four (4) major articles:

1. Ordering the SS-5 from The Legal Genealogist by Judy G Russell JD, CG, CGL. Read the article because, if not followed, you may not get your parents name on the SS-5
2. About US. Social Security Applications and Claims Index 1936-2007. This database is on Ancestry.com.
3. Local Boy Makes Good by Lisa Woolfson is about baseball player Bobby Young.
4. Organizing Digital Copies of Documents, Photographs and other Images by Greg Burton. Good information on organizing files.

Genealogical Tip of the Quarter

Multiple Obituaries

A relative's death notice or obituary may appear in several newspapers or none at all. Make certain to search more than just one newspaper even if you do find a detailed notice in one. While in most cases the content is the same, sometimes different newspapers will include different details. Newspapers in the county seat may contain a briefer notice than those closer to where the person actually lived. Smaller, weekly papers may contain a more detailed account of the person's life than a larger daily one.

Genealogy Tip of the Day with Michael John Neill <michael@genealogytipoftheday.com>

Ordering the SS-5 | The Legal Genealogist

<https://www.legalgenealogist.com/2013/05/31/ordering-the-ss-5/>

Reprinting permission was granted in writing from Judy G. Russell JD, CG CGL The Legal Genealogist on March 21, 2017

How to order it

To order a copy of an applicant's SS-5, you need to make a formal request under the federal Freedom of Information Act using Form SSA-771. And you can do that in one of two ways: online and by mail. Which method you choose should depend entirely on when the applicant was born and died.

Here's why:

First of all, you can only get a copy of an SS-5 form for a person who is deceased. The living all have a right of privacy that the government recognizes in the information supplied on the form. So you must be able to prove that the person is dead.

As of 2011, the Social Security Administration (SSA) changed its privacy policy and now declares that it "will not disclose information about any person in our records who is under 120 years old, except in those cases where we have acceptable proof of death (e.g., death certificate, obituary, newspaper article, or police report)."³

Generally speaking, the SSA has in the past accepted the fact that the person's name appears on the Social Security Death Master File (what we know as the Social Security Death Index or SSDI) as proof that the person is deceased. But since 2011 not all deaths have been included in the public version of the SSDI — that's when the SSA stopped including deaths from protected state death reports⁴ — and it's just not clear anymore whether the SSA will look to its own records instead of the public version to determine whether someone is deceased.

So with newer deaths, deaths of younger persons, and as to anyone whose name you can't find in the public SSDI, you may well need to supply proof of death and that can't be done using the online system.

Second, under that 2011 privacy policy change, the SSA has made it harder to get the very information most useful from the SS-5 forms: the date and place of birth and the names of the parents. Here's what the SSA says now: "under our current policy, we do not release the parents' names on an SS-5 application unless the parents' are proven deceased, have a birth date more than 120 years ago, or the number holder on the SS-5 is at least 100 years of age."⁵

In a large number of cases, people who have ordered SS-5 forms since 2011 have found the copies they receive have had the names of the parents redacted (blacked out) and even on occasion the date and place of birth as well.

To avoid that, you need to provide evidence that the parents are deceased, or that they would have been born more than 120 years ago, unless the person whose SS-5 you're ordering was born more than 100 years ago. And, again, there's no way to attach that proof in the online system.

So even though the online ordering system is faster, the only time it really makes sense to use it any more is where (a) the person whose form you want was born more than 100 years ago and (b) you're darned sure that there aren't any Social Security records showing the parents were under age 20 when the person was born. If you're sure about both of those facts, then it's safe to make the request using the online SSA-771 form even if you don't have an exact date of death or proof of death (for the person or the person's parents).

In all other cases, you should probably download the SSA-771 form and send it in by mail with your supporting evidence. The address for mailing is:

Social Security Administration

OEO FOIA Workgroup

300 N. Greene Street

P.O. Box 33022

Baltimore, Maryland 21290-3022

There are lots of ways to prove your case that may carry the day with the SSA. I've personally used some combination of the following in a number of cases:

- An obituary of the person saying the parents predeceased the person
- Death records of the parents
- Tombstone photos
- A census record showing the ages of the parents

And if you happen to get a redacted version of the SS-5 anyway, whether from the online system or by mail, you can appeal the decision to redact it and send in the additional evidence to the address provided in the letter that accompanies the redacted version.

About U.S., Social Security Applications and Claims Index, 1936-2007

This database picks up where the Social Security Death Index (SSDI) leaves off by providing more details than those included in the SSDI. It includes information filed with the Social Security Administration through the application or claims process, including valuable details such as birth date, birth place, and parents' names. While you will not find everybody who is listed in the SSDI in this database, data has been extracted for more than 49 million people.

- Information you may find includes:
- applicant's full name
- Social Security Number (SSN)
- date and place of birth
- citizenship
- sex
- father's name
- mother's maiden name
- race/ethnic description (optional)

You may also find details on changes made to the applicant's record, including name changes or information on claims that were recorded. The most common types of claims noted include: Original SSN (when the original application was submitted to obtain a SSN), Life Claim (when a claim was made for disability or retirement benefits), Death Claim (when a claim was made by a surviving family member for death or survivor benefits), and Duplicate SSN (usually used when an application was made to replace a SS card, it may also indicate a change in SSN or that more than one SSN was assigned).

Note: Some records may include unusual abbreviations or truncated entries for county and other names or punctuation errors in the data. These are in the original; we have not altered the text.

Why can't I find the person I'm looking for?

It could be that the person you're looking for does not meet the criteria for inclusion in the database. For example, you will not find living people. It is not an index to all deceased individuals who have held Social Security Numbers. It is not a database of all deceased individuals who have received Social Security Benefits, or whose families have received survivor benefits. **Also, persons whose deaths were reported by the states rather than other institutions may not be included.** This database contains basic information about people with Social Security numbers whose deaths have been reported to the Social Security Administration or who would be more than 110 years of age if still living.

Where can I find this database?

Though Ancestry.com is a subscription service, many state and local libraries and other repositories provided access to the database via [Ancestry Library Edition](http://ancestry.com/cs/us/institution) <<http://ancestry.com/cs/us/institution>>. You often have to physically visit the facility to gain the access and it still means that you don't have to be a subscriber.

Source Information

Ancestry.com. *U.S., Social Security Applications and Claims Index, 1936-2007* [database on-line]. Provo, UT, USA: Ancestry.com Operations, Inc., 2015.

Original data: Social Security Applications and Claims, 1936-2007.

LOCAL BOY MAKES GOOD by Lisa Woolfston BCGS Member

Bobby Young was born to Elva Hamilton out of wedlock. He was given to Elva's sister Bea to be raised by her and her husband Joe Young. Bobby Young grew up on Florida Road off of Liberty Road just outside the beltway I-695 near town Milford Mill. The author shares the same 2nd ggf James Hamilton. The Hamilton's were stonecutters in the town of Granite, Baltimore County, for the 19th and 20th Century

The St. Louis Browns became the Baltimore Orioles 63 years ago on March 30, 1954. Billy Hunter threw out the ceremonial pitch on the exact date of the first home game in 2014. Billy Hunter's outstanding double-play partner at second base was the late Bob Young, the only native Marylander to arrive in Baltimore with the former Browns.

Young played all or part of the eight years in Major League Baseball, primarily as a second baseman. He played most of his career for the St. Louis Browns/Baltimore Orioles franchise. He was first signed by the St. Louis Cardinals before the 1946 season, and appeared in three games for them in 1948 before being traded to the crosstown Browns in June 1949. He was the Browns' regular second baseman from 1951 to 1953, tying for the American League lead in double plays as a 1951 rookie with 118, and leading the league in 1952 with 127.

He continued as the starting second baseman after the team relocated to Baltimore before the 1954 season, and was in fact the first player signed to a contract that year.

Casey Stengel, American Major League Baseball Manager of New York Yankees paid Young a great compliment when he said: "Only two guys pivot properly on the double play—my fellow and the fellow in Baltimore.

The following stats appear on the back of the baseball card from his days with the St. Louis Browns. Robert George Young plays second base for the St. Louis Browns. His home is in Baltimore MD. He was born January 22, 1925 in Granite MD. He has brown hair and brown eyes. He is 6' tall with a weight of 175. He bats left handed and throws right handed. In 1950 at Baltimore, Bob set an International League record by playing 60 games and handling 329 chances without an error. Playing with Allentown in 1946, his first year of pro ball, he hit .347 and .315 in Rochester in '47. The Cards called him up at the end of the 1948 season, but he only got to the plate once and was sent down. In '51 he made good with the Browns.

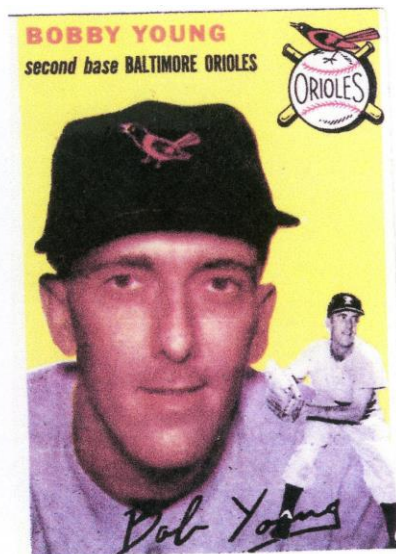
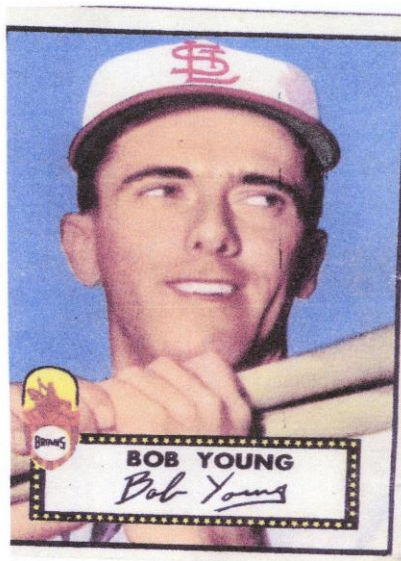
	GAMES	AT BAT	RUNS	HITS	HOM R	RBI	BATTING AVERAG	PUT OUTS	ASSISTS	ERRORS	FIELD
					RUNS		AVERAG				AVERAG
PAST YEAR	147	611	75	159	1	32	0.260	361	462	17	0.980
LIFETIME	640	2416	404	710	18	211	0.294	1540	1555	86	0.973

Bobby Young's baseball card of 1954 says this: "A native of Baltimore, Bob led the Browns last in Hits, Doubles, and Placed 2nd in Team Batting. A clever fielder, he was runner-up among the A.L. 2nd basemen in Putouts and Double Plays In '53. His major league batting and fielding record for 1954 is recorded below:

A few facts on the back of the card also state "Bob may not be a slugger, but he is a timely hitter. In 1952 his team was locked in a no hitter with Cleveland, Bob hit a late inning triple. He scored the only run. Bob broke up a no hitter and won the game".

So the next time you are in the Randallstown/Woodlawn area of Baltimore County, take a minute and reflect about how this local boy made good. You will be glad you did!

BOBBY YOUNG



Organizing digital copies of documents, photographs and other images

By: Greg Burton

As we work on our genealogy and find source documents, scanning those source documents and adding the digital copies to your Family Tree Maker file is very easy. Organizing your digital records in a folder with sub folders not only aids in the retrieval of the files but will also speed up the process of backing up the files.

Digital files may include, photographs; certificates for birth, baptism, marriage, and death; deeds; Bible pages; cemetery records; census records; directory pages; maps; newspaper pages; wills; military records; video; and audio recordings. There are many other records and documents that can be added to this list.

Start with a main folder and give it a name such as Genealogy-files. Within that main folder add sub folders for each document type. Additional subfolders may be added at any time as new document types are added. Each of these sub folders can have additional sub folders added to them. For example, a folder titled Census Records may have sub folders that are separated by year, or, vital records may be separated by state or grouped by the first letter of the last name.

A file structure may look like this:

Genealogy-files/digital-records

Bible-records

Birth-certificates

Cemetery-records

Census

Death-certificates

Deeds

Directories

Grave_marker_photos

Maps

Newspaper_images

Obituaries

Photos

Veterans_records

Wills

Year_Books

File naming is important. Use letters and/or numbers as file names. Under score (_) or hyphen (-) should be used to separate the words instead of a blank space. Do not use any of these characters or symbols in a file name:

# pound	< left angle bracket	\$ dollar sign	+ plus sign
% percent	> right angle bracket	! exclamation point	` backtick
& ampersand	* asterisk	' single quotes	pipe
{ left bracket	? question mark	“ double quotes	= equal sign
} right bracket	/ forward slash	: colon	
\ back slash	blank spaces	@ at sign	

Include information in the file name that makes it easy to sort in alphabetical order and easy to search and find when you need to work with the document. A filename might look something like this:

LastName_Firstname_Year_Month_Day_Event type

Depending on how the document is digitized, your operating system will add the file extension after the filename. The file extension is after the (.) period and could be jpg, pdf, txt, tif, and many more.

Event type is for the type of document or image such as death certificate, marriage certificate, photo, or any of the many record types mentioned as digital files in the second paragraph above.

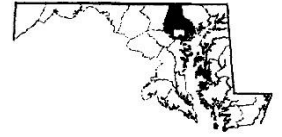
The search feature in Windows will be able to list all the files in the directory and sub directories that match the search criteria you enter.

Attaching the image to your genealogy program as a source citation is handled by the program. If you are using Family Tree Maker there are two options: Copy this file to the media folder for this tree and link to it there, or, Link this file where it is (without copying it). I recommend the first option, copy this file to the media folder. Files that are in the media folder can be included in a backup of Family Tree Maker files. In the event you need to do a restore from backup, the images will be restored as well.

The Baltimore County Genealogical Society



THE NOTEBOOK



Volume 33 Number 3 (No. 150)

P.O. Box 10085 – Towson, MD 21285-0085

Winter 2017

NOTES:

This Notebook has three (3) major articles:

1. **Baltimore City Archives** – An article by recent speaker Robert W. Schoeberlein, Ph.D.
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2. **ARE YOU RESEARCHING A WORLD WAR I SOLDIER?** By Carol Porter
3. **Finding records when data is incomplete.** By Greg Burton

Genealogical Tip of the Quarter

- Visit multiple repositories in person.
- Research a wide variety of sources.
- Research all siblings in each generation.
- Read genealogy how-to-books and articles to hone your skills.
- Visit the Baltimore County Genealogy Society library for research.

Genealogy Tip from Ken Zimmerman <familythreadsgenealogy@yahoo.com>

1. Baltimore City Archives – An article by recent speaker Robert W. Schoeberlein, Ph.D. Reprinted with permission of The Maryland Genealogical Society.

**BALTIMORE CITY ARCHIVES:
Revival of the City Archives Program**

By Robert W. Schoeberlein, Ph.D.

Conrad Schoeberlein, my ancestor, arrived in Baltimore in 1849, aboard a ship from Germany. Like thousands of his countrymen, he lived the remainder of his life within the precincts of the “Monumental City,” working a series of jobs—first as a ship’s carpenter, later as a saloon owner, and last as a liquor distributor—until his death in 1903.² Since no family papers have survived, it has been very difficult to discover the more intimate details of his life, the material from which one can write a more meaningful life narrative. I have gleaned what I know from church records, city directories, newspapers, and census returns. As is often the case, only public records remain as a source for additional biographical information.

The Baltimore City Archives might very well provide me with the details that I seek. It also could prove to be a boon for all family historians who similarly possess roots in that city on the Patapsco. Baltimore City governmental records have been, until recently, a largely untapped, inaccessible resource. I am happy to report that great strides have been made since July 2010, to catalog the records, place them online, and encourage public access to these important holdings.

© Robert W. Schoeberlein. Dr. Schoeberlein, a native Marylander, is the Director of Special Collections at the Maryland State Archives. Since July 2010, he has also been serving as the Deputy Archivist of Baltimore. The former Curator of Prints and Photographs at the Maryland Historical Society, he currently sits on the Society’s Library committee. Dr. Schoeberlein earned a G.A. from Geortetown University, an M.A. from the University of Maryland Baltimore county and his Ph.D. from the University of Maryland College Park. He has published on topics ranging from women’s benevolence efforts to mental healthcare reform.

MARYLAND GENEALOGICAL SOCIETY JOURNAL 53 (2012): 325–336
Maryland Genealogical Society



Figure 1. Front Door of the Baltimore city Archives, 2615 Mathews Street, Baltimore, Maryland
May 2012

Under a memorandum of understanding with the City of Baltimore, the Maryland State Archives has been serving as the administrator of the Baltimore City Archives. With acting City Archivist Dr. Edward Papenfuss (the Maryland State Archivist) at its helm, and with me as his deputy (along with a cadre of dedicated staff, interns, and volunteers), we have accomplished much since the initiation of the agreement. With some grant funding from the National Historical Publications and Records Commission (NHPRC), we are ahead of our timeline on integrating the collection descriptions of the Baltimore City Archives into the Maryland State Archives' *Guide to Government Records*. Our long-term goal is to revive the city records program and make the Baltimore City Archives self-sustainable. It is a tall order given its past history.

BRIEF HISTORY OF THE BALTIMORE CITY ARCHIVES

Minimal care was given to the archival records of Baltimore City until 1874 when they became one of several responsibilities of the City Librarian. From 1874 to 1927, the attention the Archives received depended largely upon the interests of each Librarian and his ability to secure support from municipal officials. From 1927 to 1954, even while under a separate Bureau of Archives, the Baltimore City Archives lacked general direction and the funding necessary to enact a viable record collection program. One positive step, however, came during the 1930s when the federally funded Works Progress Administration (WPA) conducted an Historical Records Survey (HRS). The WPA compiled extensive indices to the City's historical records. What WPA did then is of great value to today's family historians, which I will discuss later in this article.

By the early 1950s, the mounting problem of records storage and access grew too large to ignore. In 1954, the municipal government created a records management program that focused upon storing and microfilming routine records to deal with the proliferation of current records. This emphasis lasted until the 1970s.

The hiring of a professional archivist and stronger archival legislation in the late 1970s, brought new energy and purpose to the City Archives. The years, from 1978 to 1981 were taken up with arranging and describing the various historical records previously collected. In the early 1980s, the City Archives, with financial support from the NHPRC reorganized the papers originally sorted and indexed by the WPA/Historical Records Survey into record groups, removing the papers from the chronological series created by the WPA and placing them in archival boxes and folders according to assigned record group numbers, while retaining their WPA year/sequence number.

However, by the mid-1980s this great progress ended abruptly. Municipal budget shortfalls and the general problems of a large, slowly decaying city caused metropolitan officials to focus their attention elsewhere. Similar circumstances befell many other urban centers whose economies had once, like Baltimore, been

heavily dependent upon manufacturing. Consequently, the records program remained moribund for the next twenty years.

PROGRESS TO DATE

What have we done to date to make records accessible and to assist historians of all varieties? We have entered descriptions of 80 Baltimore Record Groups (BRGs) into the *Guide to Government Records* online catalog. Certain high-interest documents, such as the Mayor's Correspondence (BRG 9), have been described and input to the folder level. In the case of War of 1812 Papers (BRG 22), the entirety of this digitized record group may be accessed remotely from the *Guide*.

Digitization of previously microfilmed and original paper finding aids is also a part of the on-going effort to provide better access. Our imaging services team, since September 2010, has worked diligently to scan and place a wide variety of finding aids online such as William LeFurgy's *Guide to the Baltimore City Archives* and the *Guide to Security Microfilm*. In addition, tens of thousands of index cards that comprise various indices have now been digitized.

You may view the fruits of our labor for yourself by visiting our website. In fact, much of what I describe below may be accessed on your PC or laptop from the comfort of your home. I invite you to explore (www.baltimorecityarchives.net).

RESOURCES FOR FAMILY HISTORIANS

What have we done that might be of particular interest to family historians? Three indices or records groups are of primary importance. The first resource is the **WPA Historical Records Survey Name Index**. As part of the 1930s Historical Records Survey, WPA employees meticulously recorded the surnames, along with the first name or first initial, of every individual who appeared on a document that had been saved by a city government entity. These diligent workers typed out tens of thousands of index cards that contain a name, a year, and a number or list of numbers. The numbers correlate to specific documents. The items range widely; from a thoughtful letter to the Mayor down to a mere signature appearing on a petition. It is not known how comprehensive this index is, but the references to the WPA/HRS year/inventory number can be converted into the current arrangement of record groups utilizing the digitized and online conversion table, *WPA-HRS Record Groups, Baltimore City Archives, 1982*. You can find this guide on the Baltimore City Archives website on the "Research at the Baltimore City Archives" page under "Topics." Presently, to view the original documents you will need to make an appointment at least three days in advance of your intended arrival date.

To the Hon Ferdinand C. Patridge
Mayor of Baltimore City
Dear Sir

We
the undersigned Citizens and
taxpayers of the eastern section
of Baltimore City do hereby most
respectfully beg of you to veto
the resolution for removing the
railings and wooden fence around
Patterson's Park, believing that it
will be doing more harm
than good by removing said
Railings &c, and further more
that it will be an opening for
all kinds of animals and tramps
to lie and roam about the said
park. If said obstructions are
removed, the park board would
have to appoint more special
officers to patrol the garden
spot of east Baltimore the whole
year around, to keep the said
park in good condition as it
now is, we further state we
were not notified or had a
hearing before the park Com-
mittee of the City Council.

Figure 2. Petition Against the Removal of the Fence Surrounding Patterson Park, 1893. Courtesy of the Baltimore City Archives.

For fun, I checked this index for my own ancestor—but only found one item. Conrad Schoeberlein was one of over ninety East Baltimoreans who signed an 1893 petition requesting that the fence around Patterson Park be kept in place and maintained.³ The committee drafting the preamble of the document wanted to discourage animals of all kinds, along with “tramps,” from running wild within the green space. Not exactly an earth-shattering document but I was, nonetheless, excited about the prospect of seeing my great-grandfather’s signature for the first time. Scouring the six page document, my eyes soon focused upon “Conrad Schoeberlein 2520 Foster Ave Cor Rose St.” It wasn’t *my* Conrad after all. He never lived at that address. Improbable as it may seem, there were two Conrad Schoeberleins living in Baltimore.⁴ Both had wives named Elizabeth and both, for at least a time, ran saloons.

The second source that is essential for all genealogists whose ancestors arrived in Baltimore by vessel during the nineteenth century is the **Passenger Ship Records Index 1833-1875 (BRG 55)**. In 1833, a state law was enacted requiring the captain of each vessel entering the port to register the names of all immigrants. For an excellent overview of these records see Richard J. Cox’s, “The Creation and Maintenance of Baltimore’s Passenger Ship Lists by the Municipal Government, 1833-1866” that appears in the *Maryland Genealogical Society Bulletin*, volume 22 (Winter 1981): 2-9. Cox, a very competent administrator, served as the City Archivist during the early 1980s.

Passenger lists methodically were compiled and filed with the city. As with the Name Index, WPA workers combed through all surviving lists still in the possession of the City in the 1930s, recording every passenger name. Other information is also included such as date of arrival, the ship’s name, point of embarkation, native country, and sometimes, hometown residence. For those who visited the City Archives before 2010, these index cards resided within a tall oak card cabinet that required the vertically challenged (like myself) to mount a stepstool to view the upper drawers. I am happy to report that all the cards have been digitized and are online within the *Guide to Government Records* via the Baltimore City Archives website.

I thought I would consult the Passenger Ship Records Index to see if my own ancestor might have been featured. Sadly, I struck out. A number of other Schoeberleins came in during the 1880s—but nothing recorded earlier. Did my ancestor arrive at some other port? Or, perhaps, the spelling of his surname somehow got mangled. I have seen plenty of variations during my research: Schaefferlein. Shaberlein, Shoverline, etc. I mention this fact so that you do not forget to look for spelling variations for your own ancestors within the cards.

The third source for family historians to consult is the **Baltimore City Property Tax Records (BRG 4)**, which is especially good for those whose ancestors were long-term Baltimore residents and owned property during the nineteenth century. Entries will show the appraised value of any dwellings, businesses, or parcels of land, certain possessions such as gold watches or plate silver, stock holdings, and lastly,

the names and relative value of those enslaved members of the household. Remember: if your ancestors rented, or, perhaps, held a minimal amount of wealth, there is a good chance they will not show up in these records. For more tax record information you may also want to consult Richard J. Cox's article "Genealogical Research in the Baltimore City Archives" in the *Maryland Magazine of Genealogy*, volume 2, no. 2 (Fall 1979): 49-54.

Researcher access to these records is wholly through digitized microfilm. The extremely brittle condition of the original ledgers does not allow them to be routinely circulated.

You will first want to view the records from Series 1, the Baltimore City General Property Tax Books, 1798-1915. Most of the earlier volumes list surnames in alphabetical order by the district of residence. It appears that by 1856 that the surnames follow a strict alphabetical order. I looked at the digitized microfilm for this volume (BCA 170) for *my* Conrad and found that he was not listed. Disappointing? Just a little. He probably rented at this time in his life. He's likely listed in the digitized microfilm for the later years.

You will find Series 2, Baltimore City Tax Records, 1800-1866, a bit trickier to use. These are the intermediate records completed by the field tax assessors for tax purposes, which are arranged internally by streets and contain the same information as found in Series 1. The main difference is sequence and that the field assessors' records often contain modifications and corrections. It is imperative to know your ancestor's street address at a particular date or dates in time to use this second series. An address is not too difficult to find since numerous Baltimore City historical directories have been digitized and can be accessed for free. Our website has a comprehensive listing of City Directories and where print and digital copies can be found of them at (www.baltimorecityhistory.net/baltimore-city-directories/).

Once you know the street address, you must determine in what ward it was located. The discovery of the correct ward will be more daunting than you realize. As the 1800s progressed, the city grew much larger, incorporating more land, and the ward lines were often re-drawn. No comprehensive study exists that sets forth the definitive timetable as to the ward boundary changes. You might want to view William LeFurgy's "Baltimore's Wards, 1797-1978: A Guide," *Maryland Historical Magazine*, volume 75 (June 1980): 145-153—it is also available on the Baltimore City Archives website. Certain city directories give descriptions of the boundary streets of individual wards, but few maps are included within these volumes provide a better understanding. While reviewing old maps is helpful, there is not a complete set for the entire nineteenth century in one institution (or accessible online) anywhere.

You still have one more hurdle after determining the ward number. Not all assessment volumes for the wards have survived.

The ease of access to the information contained within these volumes varies widely. Most volumes do have some kind of internal index. One of the easiest to search is

the 1813 real property assessment in BRG 4-2 (also currently online). Baltimore's population numbered approximately 50,000, and the city was divided into only nine wards at that time. The beginning of the volume contains an alphabetical index for all the wards, and, with a minimal investment of time, one can quickly scan the listed names under a specific letter.

Research in later volumes will be more time consuming. The city grew and expanded to 18 wards; many volumes of the later nineteenth century do not contain an index. Unfortunately, there are also the gaps in the holdings. The record books of certain entire wards are missing.

OTHER SOURCES FOR THE NINETEENTH CENTURY AND BEYOND

Mayor's Correspondence (BRG 9) also may be a source for family history information. We were very pleased when a patron informed us that she found a series of applications for citizens wishing to operate street peddler carts among the papers of Mayor Ferdinand C. Latrobe (1891 to 1895). These applications, mostly put forth by Russian Jewish immigrants, contain basic demographic information. Another long-term researcher told us that he found numerous letters from African-American citizens to the Mayor during the 1830s. It seems that after the Nat Turner Rebellion (1831), the City Fathers harbored a great distrust about any mass gathering of Baltimore's African-American citizens. A member from that community, more often a man, would write the Mayor to seek his permission in advance of scheduling such an event.

The **Law Department Records (BRG 13)** can also be useful. Whenever someone sued the city, say for property damage, the Law Department generated a case file. Sometimes the litigation dragged on and the files became voluminous. While case files do survive from the 1890s, they lack any indexing. A surname index, however, does exist from 1903 to the present. If your ancestors were unfortunate enough to have had a "city" tree fall on their house or, perhaps, injure themselves on city property, then you may find all the details contained within the covers of these folders.

Ever wonder what your ancestor's house may have looked like? While no block-by-block photographic survey exists, a limited 1939-40 housing survey held in the **Housing Department Records (BRG 48)** may be helpful. Approximately 6000 facades of mostly nineteenth century-built dwellings and businesses were photographed and documented as part of a larger city plan to address dilapidated housing conditions. Most of these buildings were later torn down and the land upon which they set formed the footprint for city public housing units. The full range of addresses can be found in BRG 48, series 39.

I checked the above resources for my own ancestor, Conrad Schoeberlein, and came up empty. Family history research, however, is never quite finished. I have yet to go through all those pertinent Baltimore City Property Tax Records. It seems as though certain interactions that Conrad might have had with the city, such as his application for a saloon liquor license, did not make it through the ravages of time.

As thousands of other citizens, he lived his everyday life without much contact with city government as he strove to climb the economic ladder. While not wealthy or of city-wide celebrity, his life experience resembles that of many immigrants who came to Baltimore.

We celebrate the past generations as we attempt to uncover who they were and how they lived. I hope that the Baltimore City Archives may prove to be helpful to you on your own personal quest.

REFERENCES

¹ An entry on the 1900 US Census lists Conrad Schoeberlein's arrival year as being 1849. Conrad Schoeberlein household, 1900 United States census, Baltimore City, Maryland, population schedule, ward 5, enumeration district 63, supervisor's district 1, sheet 6, page 34, dwelling 78, family 125; digital images, *HeritageQuest Online* (access through participating libraries); from National Archives micropublication T623, roll 609. ² "The Death Record, Conrad Schoeberlein, a Well-known Retired Liquor Dealer, Succumbs to Cancer," *Baltimore American*, October 6, 1903, p. 12. ³ BALTIMORE CITY, BALTIMORE CITY ARCHIVES (Mayor's Office) Mayor's Correspondence, 1797-1923, BRG9-2, 1893, 53. ⁴ This other Conrad Schoeberlein was born in 1848. See BALTIMORE CITY, HEALTH DEPARTMENT BUREAU OF VITAL STATISTICS, (Death Record), 1874-1972, CM1132-136, Baltimore City Death Certificate D27453.



Figure 3. Search room at the Baltimore City Archives, May 2012.

ARE YOU RESEARCHING A WORLD WAR I SOLDIER? By Carol Porter

If you are researching World War I, the following books may be of help. They can be found in the library of the Baltimore County Genealogical Society. Some of the books circulate to members and others are reference. The major emphasis is Baltimore City and County and Maryland, but there is something for everyone.

RESEARCHING YOUR U.S. WWI ARMY ANCESTORS

by Margaret M. McMahon, Ph.D (2016)

Dr. McMahon was our September 2017 speaker and gave an excellent presentation. In this book she will show you the many areas available for researching WWI Army military service. Chapters include online websites, various archives, military cemeteries, maps, battles, social networking and much more. This is a great place to start your search.

UNCLE, WE ARE READY: REGISTERING AMERICA'S MEN 1917-1918 (2001)

by John J. Newman

An excellent study of the development of the selective service system and WWI draft registration cards. You will find wonderful tips on how to use these cards effectively. There are also over 200 pages on the locations of the nation's draft boards arranged by state.

"BALTIMORE AND THE DRAFT" AN HISTORICAL RECORD

by William E. Bauer and John P. Judge, Jr. (1919)

A detailed history of each of Baltimore's twenty four local draft boards followed by a list of the men who entered into military service through that board during WWI. Many other chapters include the selective service system, battlefields in Europe, the days leading up to the war as well as the days following the close.

Lots of photographs.

REFERENCE

SOLDIERS AND SAILORS WELCOME HOME EDITION OF THE JEFFERSONIAN

Saturday July 5, 1919 Containing Names of All Those Who Served In the Great War from Baltimore County. - Plus Mortality List of Baltimore County.

Arranged by the four draft boards of Baltimore County, each man who entered into service is identified as Army, Navy or Marines. This compilation was published in The Jeffersonian newspaper and also prepared and distributed as a souvenir booklet. The BCGS library has a copy of both. Additionally there is a mortality list of nearly 200 Maryland soldiers, marines and nurses who lost their lives in the Great War.

MARYLAND IN THE WORLD WAR 1917-1919 MILITARY AND NAVAL SERVICE

RECORDS - VOLUMES 1 and 2

Maryland War Records Commission Baltimore (1933)

The official listing of Marylanders who actively served between April 6, 1917 and November 11, 1918. Detail on each soldier may show residence, age, place and date of birth, rank, date joined and branch of service, assignments, terminations of service, overseas service, wounds, prisoner of war, died in service.

REFERENCE

SOLDIERS IN THE GREAT WAR - VOLUME 1 - ALABAMA TO MARYLAND

By W.M. Haulsee, F.G. Howe, A.C. Doyle (1920)

A list of American soldiers who lost their lives in Europe in World War I. Maryland's list of war dead is accompanied by photographs of 200 soldiers.

REFERENCE

YOUR BROTHER WILL - THE GREAT WAR - LETTERS & DIARY OF WILLIAM

SHELLBERG - Machine Gun Company - 313th Infantry - "Baltimore's Own" - 157th Brigade - 79th Division

Compiled by Jerry Harlowe (1992)

William Schellberg, a resident of Baltimore City, chronicles his wartime experiences in France through his diary and letters to his sister. Many in his unit were also local city and county boys and several are mentioned. You will learn firsthand what everyday life was like for a combat soldier and come away with a new appreciation of their sacrifices. Will survived the war and the story of how this material escaped destruction is a nice tale.

CARROLL COUNTY AND THE GREAT WAR FOR CIVILIZATION 1917-1919

by Jay Graybeal, Historical Society of Carroll County (1993)

WOW! This book has everything. Great detail on Carroll County soldiers (some say their residence is Baltimore County). Also so many names of local citizens that an index is included.

Wonderful explanations of what life was like in the early 1900s.

MARYLAND GENEALOGICAL SOCIETY JOURNAL Volume 58 Number 1 2017

Always a first-rate publication, this volume is entirely dedicated to the 100th anniversary of the Great War. Ten articles appear including once again mention of "Baltimore's Own" 313th Infantry.

Our BCGS President David Powell submitted a World War I memoir of his grandfather Andrew Cleghorn. Also lots of tips for research strategies.

Submitted by Carol Porter

Assistant Librarian

Finding records when data is incomplete. by Greg Burton

Case Study 1:

Date of birth and death are known. Last name at death is not known

Mary Louise Bricker, born January 31, 1926, died January 17, 2000 in Baltimore County. A search of the death index does not reveal a source. Next, a search of The Baltimore Sun does not reveal a source. Finally, a search of the SSDI reveals a clue: Mary L. Meise, born 31 January 1926 died 17 January 2000, last residence Baltimore, Maryland.

A search of the death index reveals MEISE, MARY LOUISE 1/17/2000, BALTIMORE COUNTY, #877.

The Death Certificate confirms the search gleaned evidence to provide new information for the case.

From the Death Certificate: last name at death: MEISE; Daughter Terry Hooke is the informant; place of burial is Holly Hill Memorial Gardens.

Using multiple sources may reveal evidence needed to fill in additional information. This leads to further searching to determine her husband's name and any children.

A search of the Baltimore Sun in newspapers.com found a death notice of Meise, Mary Louise wife of the late John William Meise – new information.

A search of death notices in the Baltimore Sun resulted in a find for John W. Meise, died July 19, 1985, husband of Mary Louise Meise (nee Bricker) – a confirmed match. I had John William Meise in my file without a spouse or children. This search and evidence was able to link a marriage, add three children with evidence to add source citations.

Using Newspapers.com the source citation can be linked directly to an Ancestry Member Tree, which will sync to a Family Tree Maker 2017 tree.

The Clipping can also be downloaded and linked to the tree in Family Tree Maker or another genealogy program.

Case Study 2:

Nancy D. (nee Smith) Brandt; known information: date of birth 20 May 1929, death 8 January 2000, husband's name Ernest P. Brandt. A search for the death notice for Nancy revealed that her husband and three children survived.

A search in Newspapers.com for Ernest Brandt after 2000 revealed a death notice for Ernest P. Brandt Jr., husband of the late Nancy D. Smith. It gave the new information that he died April 17, 2008, and also provided the names of their children's spouses and their children.

A search of the SSDI on Ancestry provided evidence of birth date for Ernest P. Brand as 24 October 1924; died 17 April 2008.

Using multiple sources may help to fill in missing information.