

## Research at the Reno County Museum

The Reno County Museum welcomes researchers, and provides three different ways to perform research at our location:

- A researcher can come into our Research Room at any time during our regular business hours (9:00 a.m. – 5:00 p.m., Tuesday - Saturday) without an appointment and view all of the resources we have there.
- A researcher can make an appointment at least a week in advance with the Curator to view materials in our archives or our artifact collection.
- A researcher can request that our curatorial staff perform research for them for a fee. See the Research Request Form for more details.

### Resources

The Reno County Museum has a variety of resources available to meet your research needs. Our collections are broken up into three categories, described below:

- **Research Room:** The Vaden Stroud Memorial Research Room is free and open to the public during our normal business hours. Visitors may browse through any of the resources available there without the assistance of one of the curatorial staff. This is a reference only library, and materials cannot be checked or loaned out. Staff members would be happy to point you in the right direction for a certain topic or inquiry. Types of resources available include:
  - Hutchinson Directories, 1888-present
  - The Old Trail and The New, 1865-1918; information on schools and teachers
  - The Trail Mirror, 1912; businesses, residences, attractions
  - Hutchinson; A Prairie City in Kansas
  - Legacy, 1989-present; the RCHS quarterly journal
  - Ploughe: A Biographical History of Central Kansas, 1902, Vols 1 & 2
  - Ploughe: History of Reno County, Kansas, 1917, Vols 1 & 2
  - The Fair City, Vols 1 & 2; postcard collection books
  - Early Marriage Records, 1872-1913
  - Cemetery Records of Reno County, Kansas, 1865-1978
  - Reno's Response, Reno County in the World War, 1917-1919
  - Their Record, Reno County, World War II
  - Variety of Reno County yearbooks
  - Variety of local genealogies
  - Variety of Reno County related topics covered by newspaper clippings, articles, and other materials
  - Reno County Plat maps , 1918
  - Sanborn Insurance maps, 1899
- **Archives:** Our archival collection consists of many one-of-a-kind documents and photographs documenting life in Reno County. Since many of the items are unique, they are treated more carefully than items in our Research Room. An appointment is required to view archival materials, and curatorial staff must be present while the materials are being examined. Types of records available include:
  - o Books
  - o Scrapbooks
  - o Documents
  - o Photographs
- **Artifact Collections:** Our artifact collection consists of over 30,000 individual three-dimensional artifacts. Everything - from a kitchen sink to a full length fur coat - tells the story of Reno County and its residents. An appointment is required to view an item or items related to a specific topic, and curatorial staff must be present while the materials are being used. At this time, tours of the artifact collection are not available.

## Research at the Reno County Museum

### Unprocessed Material

Documentary material held by the museum which has not been processed (sorted through, numbered, evaluated and cataloged) is not available for research. If there is a collection that you are particularly interested in researching, please speak with curatorial staff and they will be able to determine what might be done.

### Citations & Credit

If you are planning on using the material you find at the Reno County Museum in a paper or other published form, you will need to cite your source. Citations ensure that other researchers are able to duplicate the research you have performed if they want a closer look.

- Materials in the Research Room should be cited based on the type of material (book, newspaper clipping, etc.) and according to the style handbook you are using.
- Materials in the archives should also be cited based on the type of material, with the following at the end: [Accession number; Reno County Museum, Hutchinson, Kansas.]
- Materials not used as a citation (photographs, artifacts, etc.) should be credited: "From the collection of the Reno County Museum, Hutchinson, KS"

### Copyright

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**It is your responsibility to know or check the copyright laws that apply to your research materials or project.**

### Professional Rates and Quantity Discounts

If the product of your research exceeds fair use or you need more than 50 scans, please contact staff for more details regarding prices.

### Additional Questions

For additional questions or to schedule an appointment, call 620-662-1184.