



National Park Service
U.S. Department of the Interior

Finding Aid

U.S. War Department Office of the Quartermaster General
Gettysburg National Cemetery
Activity Books, 1930-1934

Catalog No. 41133

Gettysburg National Military Park
Gettysburg, Pennsylvania



NORTHEAST
MUSEUM
SERVICES
CENTER

GETTYSBURG NATIONAL MILITARY PARK
GETTYSBURG, PENNSYLVANIA

FINDING AID FOR

U.S WAR DEPARTMENT
OFFICE OF THE QUARTERMASTER GENERAL
GETTYSBURG NATIONAL CEMETERY
ACTIVITY BOOKS,
1930-1934

CATALOG NUMBER: GETT 41133

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MUSEUM SERVICES CENTER

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*Cover Illustration: from Gettysburg National Military Park General Historical
Photographic Prints, 1863-1986*

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PREFACE

This document, the *Finding Aid for the U.S. War Department Office of the Quartermaster General Gettysburg National Cemetery Activity Books, 1930-1934*, consists of Activity Books which document personnel, bills, contracts, curatorial issues, maintenance, correspondence, repairs, purchase orders, quarterly reports, supplies, telegrams, and veteran's pay at the park. This finding aid is the result of a backlog cataloging project carried out by the Northeast Museum Services Center during winter 2002 and spring 2003.

The catalogers would like to express their gratitude to the staff at the Gettysburg National Military Park for their assistance in carrying out this work. In particular, thanks must go to Archivist Greg Goodell.

This document represents many hours of work recording details about the items herein described. The reader should expect a reasonable degree of human error and consequently rely on personal observation of the actual items.

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INTRODUCTION

This document, the *Finding Aid for the U.S. War Department Office of the Quartermaster General Gettysburg National Cemetery Activity Books, 1930-1934*, is the result of work by the Northeast Museum Services Center (NMSC) and the Society for the Preservation of New England Antiquities (SPNEA) (working through a cooperative agreement with the National Park Service). The Activity Books (GETT 41133) were produced by the U.S. War Department, Office of the Quartermaster General in the course of managing the Gettysburg National Cemetery. These records consist of documentation of all the yearly activities at Gettysburg National Cemetery and covers such subjects as personnel, bills, contracts, curatorial issues, maintenance, correspondence, repairs, purchase orders, quarterly reports, supplies, telegrams, and veteran's pay. The entries are indexed at the front of the books and consist of handwritten notes and documents glued and stapled to the pages. This material is part of the collected records produced by the U.S. War Department, Gettysburg National Cemetery that also include materials cataloged separately (see Collection Description section of this finding aid).

The records were stored in the archives storage building at Gettysburg National Military Park. Previously they had been stored in the Historian's Office of the Maintenance Building. In December 2002 SPNEA Cataloguer Amy Andrus and SPNEA Lead Cataloguer Cary Donahue transferred these records to the Northeast Museum Services Center in Charlestown, Massachusetts. During December 2002 through January 2003, Mr. Donahue surveyed, processed and cataloged these records under the guidance of Melissa Underhill, SPNEA Collections Manager, Greg Goodell, Gettysburg National Military Park Archivist and Giles Parker, NMSC Deputy Director. The work was carried out at the Northeast Museum Services Center with fiscal year 2000 Backlog Cataloging funds.

The records were found in a single group arranged in ascending chronological order in bound volumes housed in labeled flat boxes. During processing the existing arrangement was retained. Two of the volumes contained folders labeled with accession numbers and containing additional material. Accession numbers were found and relate to park library accessions and were not carried forward during processing at the direction of the park. A series was created for the foldered material and the records were processed as two series: Activity Books, and Removed Materials.

The materials were processed according to NPS, NMSC and park standards. The Activity Books were rehoused in flat boxes. Due to the fragile condition of the volumes, archival blue board was placed under each volume for support. The volumes were then wrapped in unbuffered paper and attached to the archival blue board with twill tape to facilitate removal of the books with minimal handling. Folder titles were created by the processor with information shown in square brackets for clarification of the material. The material found in folders inside the ledgers was removed, rehoused in an acid-free folder and placed in a legal size archives box. Each folder was replaced with an acid-free separation sheet indicating the archives box storage location. A second separation sheet was placed with the removed item to cross-reference the materials.

The materials were cataloged into the Collections Management Module of the Automated National Catalog System Plus (ANCS+) at the collection level for submission to the National Catalog. This finding aid was written, and includes a description of the collection and a collection listing.

The finding aid is divided into four sections:

- Part 1: Collection Description:
 - a scope and content note (or brief synopsis of the collection)
 - description of the subjects into which the collection is organized
- Part 2: Historical Note: history of the Gettysburg National Cemetery
- Part 3: Collection Listing:
 - a box and folder listing of the collection
- Bibliography

PART 1:

COLLECTION DESCRIPTION

SCOPE AND CONTENT NOTE

U.S. War Department Office of the Quartermaster General Gettysburg National Cemetery Activity Books, 1930-1934

Accession number: GETT-1305

Catalog number: GETT 41133

Quantity: 3.12 linear feet (approximately 5000 items)

Storage: 2 flat boxes

Location: Gettysburg National Military Park, 97 Taneytown Road,
Gettysburg, PA 17325-1080, (717) 334-7101

Description: The *U.S. War Department, Gettysburg National Cemetery Records, Activity Books, 1930-1934* were created by park staff between 1930 and 1934 during the administration of the cemetery by War Department through the office of the Quartermaster General. These records consist of documentation of all the yearly activities at the Gettysburg National Cemetery for the years 1930-1934. They document subjects such as personnel, bills, contracts, curatorial issues, maintenance, correspondence, repairs, purchase orders, quarterly reports, supplies, telegrams, and veteran's pay. The entries are indexed at front and consist of handwritten notes and documents glued or stapled to the pages. The ledgers are bound in hardcover volumes.

Organization: *U.S. War Department Office of the Quartermaster General
Gettysburg National Cemetery Activity Books, 1930-1934*

- I. Activity Books
- II. Removed Material

Related Collections: U.S. War Department, Gettysburg National Cemetery, Monthly Reports, 1873-1893 (GETT 41129)
U.S. War Department, Gettysburg National Cemetery, Letters Sent, 1872-1929 (GETT 41130)
U.S. War Department, Gettysburg National Cemetery, Letters Received, 1872-1930 (GETT 41131)
U.S. War Department, Gettysburg National Cemetery, Burial Registers, 1913-1917 (GETT 41132)

SERIES DESCRIPTIONS

I. Activity Books, 1930-1934

This series is comprised of the Activity Books of the Gettysburg National Cemetery. These records consist of documentation of all the yearly activities at the Gettysburg National Cemetery for the years 1930-1934. They list such subjects as personnel, bills, contracts, curatorial issues, maintenance, correspondence, repairs, purchase orders, quarterly reports, supplies, telegrams, and veteran's pay. The entries are indexed at front and consist of handwritten notes and documents glued or stapled to the page.

II. Removed Materials

This series contains items found loosely inserted behind the front covers of the registers. They have been separated from the main records and are being stored together to mitigate any threat they may pose to the registers and their bindings. All of these items are intellectually associated with the registers and are cross-referenced with acid-free separation sheets to their original locations. The materials have been placed in a legal size archives box.

PART 2:

HISTORICAL NOTE

History of Gettysburg National Cemetery¹

Gettysburg National Military Park and Soldiers' National Cemetery commemorate the Civil War battle fought on July 1-3, 1863 resulting in a Union victory that repelled the second Confederate invasion of the North. Significant sites on the battlefield began to be preserved by local citizens and organizations almost immediately after the 1863 battle, and plans for a cemetery to commemorate the war dead were made. The park came under federal ownership in 1895. Administered by the National Park Service (NPS) since 1933, the park now incorporates 5,733 acres of land across which the battle occurred.

The Gettysburg National Cemetery came about through the efforts of David Willis, a prominent Gettysburg attorney, and Pennsylvania Governor Andrew G. Curtin. Willis had been in charge of the removal of the bodies of Pennsylvania soldiers from the battlefield shortly after the battle. He felt that a proper burial ground should be set aside to honor those who had perished. He wrote to Governor Curtin and convinced him that the state should purchase the appropriate land for the cemetery. The governor appointed Willis agent of the Commonwealth authorizing him to purchase the necessary property for the site. On March 24, 1864 the cemetery was formed. It was operated by the Commonwealth of Pennsylvania until 1872. This period saw the planning and policy that laid the foundation for what is now the present-day site.

In the late 1860's, a series of legislative acts passed by Congress paved the way for the eventual transfer of the cemetery to the federal government. On May 1, 1872 the federal government took full possession of the cemetery. From 1872-1933 the cemetery was administered by the U.S. War Department through the Office of the Quartermaster General. In 1933, the cemetery was transferred to the Department of the Interior and the National Park Service who manage the site today.

The Activity Books help document the history of the Gettysburg National Cemetery. The records were made during the period of transition of the cemetery from the War Department to the National Park Service. They document virtually every daily activity occurring in the cemetery during these years. They also provide information on the interments at the cemetery.

¹ Much of the information in this section is from Harlan D. Unrau, Administrative History of Gettysburg National Military Park and Cemetery (U.S. Department of Interior/National Park Service, 1991) pp. 27-39.

PART 3:

COLLECTION LISTING

Series I: Activity Books

Box 1 (H 3.0", W 18.75", D 14.75" flat box)

Book:

National Cemetery Activities Ledger 1930 SNC/GNC

Box 2 (H 3.0", W 18.75", D 14.75" flat box)

Book:

National Cemetery Activities Scrapbook 1930-1934 SNC/GNC²

Series II: Removed Materials

Contains materials removed from series I. Activity Books

Box 3

Folder:

1. [Gettysburg National Cemetery Activities, Newspaper Clipping, 1930?]³
2. [Gettysburg National Cemetery Activities, Letter, 1932]⁴

² See also material removed from scrapbook.

³ Related material in box 2.

⁴ Related material in box 2.

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