

# Genealogy Starter Kit

## Mansfield/Richland County Public Library



### SHERMAN ROOM GENEALOGY

We need to haunt the house of history and listen anew to the ancestors' wisdom.

*Maya Angelou*



**Mansfield/Richland County  
Public Library**

43 West Third Street Mansfield, OH 44902

[www.mrcpl.org](http://www.mrcpl.org)

<https://shermanroom.omeka.net>

## Richland County Libraries

Mansfield Richland County Public Library  
43 West Third Street  
Mansfield, Ohio 44902  
419.521.3115  
<https://www.mrcpl.org>  
email: [genealogy@mrcpl.org](mailto:genealogy@mrcpl.org)

Monday: 10:00 am - 8:00 pm  
Tuesday - Friday: 10:00 am - 5:00 pm  
Closed Saturday and Sunday  
Additional hours may be available by  
appointment.

Marvin Memorial Library  
29 W. Whitney Ave.  
Shelby, Ohio 44875  
419.347.5576  
<https://marvinlibrary.org/>

Monday: 9:00 am - 6:00 pm  
Tuesday: 9:00 am - 6:00 pm  
Wednesday: 12:00 pm - 6:00 pm  
Thursday: 9:00 am - 6:00 pm  
Friday: 9:00 am - 6:00 pm  
Saturday: 10:00 am - 2:00 pm

The Samuel D. Isaly Library at OGS  
611 State Route 97 West,  
Bellville, Ohio 44813  
419.886.1903  
<https://www.ogs.org/visit-the-library/>  
email: [ogs@ogs.org](mailto:ogs@ogs.org)

Tuesday – Saturday: 9:00 am - 5:00 pm  
Closed Sunday and Monday

## Societies and Family History Centers

The Ohio Genealogical Society  
611 State Route 97 West,  
Bellville, Ohio 44813  
419.886.1903  
<https://www.ogs.org/>  
email: [ogs@ogs.org](mailto:ogs@ogs.org)

Tuesday – Saturday: 9:00 am - 5:00 pm  
Closed Sunday and Monday

Richland County Genealogical Society  
611 State Route 97 West,  
Bellville, Ohio 44813  
419.886.1903  
<https://sites.rootsweb.com/~ohrichgs/>  
email: [RCGS44812@gmail.com](mailto:RCGS44812@gmail.com)

Oak Hill Cottage  
Richland Co Historical Society  
310 Springmill St.  
Mansfield, Ohio 44903  
419.524.1765  
<https://oakhillcottage.org/>

Open Sundays  
July - December  
2:00 pm - 5:00 pm

Bellville-Jefferson Township Historical  
Society  
167 Main St  
Bellville, Ohio 44813  
419.886.3687  
<https://bellvilleohiohisto.wixsite.com/homepage>

Office Hours  
March through November  
Wednesday: 1:00 pm - 5:00 pm

Shiloh Area Historical Society  
16 W Main St  
Shiloh, Ohio 44878  
419.896.2618

Open first Sunday of month  
April - October  
1:00 pm - 3:00 pm

Mansfield Ohio Family History Center  
1951 Middle Bellville Rd  
Mansfield, Ohio 44904  
419.756.3329  
[https://www.familysearch.org/wiki/en/Mansfield\\_Ohio\\_Family\\_History\\_Center](https://www.familysearch.org/wiki/en/Mansfield_Ohio_Family_History_Center)  
email: [OH\\_Mansfield@familyhistorymail.org](mailto:OH_Mansfield@familyhistorymail.org)

Wednesday: 6:00 pm - 8:00 pm

## Museums

Mansfield Memorial Museum  
34 Park Avenue West  
Mansfield, Ohio 44902  
419.525.2491

<http://www.themansfieldmuseum.com/>

Saturday: 10:00 am - 4:00 pm  
Sunday: 12:00 pm - 4:00 pm

North Central Ohio Industrial Museum  
100 Reformatory Rd  
Mansfield, Ohio 44905  
419.528.8107

<https://www.facebook.com/NCOIM/>

Opening soon!

Shelby Museum of History  
22 E Main St  
Shelby, Ohio 44875

<https://www.shelbyohiomuseum.com/>

Open Sundays  
May - October  
2:00 pm - 5:00 pm

Mansfield Fire Museum  
1265 W Fourth St.  
Mansfield, Ohio 44906  
419.529.2573

<http://www.themansfieldfiremuseum.com/>  
email: [mansfieldfiremuseum@yahoo.com](mailto:mansfieldfiremuseum@yahoo.com)

Open Saturdays and Sundays  
Mid-May - Mid-October  
1:00 pm - 4:00 pm

Plymouth Area Museum  
7 E Main St.  
Plymouth, Ohio 44865  
419.687.5400

Open by appointment and for special events

Richland County Museum  
51 W Church St  
Lexington, Ohio 44904  
419.884.2230

<http://www.richlandcountymuseum.org/>

Open May through October  
Sunday: 1:30 pm - 4:30 pm

# Genealogy Starter Kit

Are you beginning to think about exploring your family history? Need some help getting started? This starter kit will introduce you to many of the tools available to begin your genealogy journey.

Genealogy can be both rewarding and frustrating. When you answer one question, two more seem to appear. Being organized and knowing where to look for information can help ease some of those frustrations. Below are some books, internet resources and databases to help you get started. Also included in this kit are forms to help you get started. Stop in to the Sherman Room at the Mansfield/Richland County Public Library, we would be happy to help you on this journey.

## Books

929.1 F198

*The family tree sourcebook: your essential directory of American county and town records.* 2<sup>nd</sup> Edition. Cincinnati, Ohio: Family Tree Books. 2010.

929.1 H913

Hull, Lise. *Tracing your family history: the complete guide to locating your ancestors and finding out where you came from.* Pleasantville, N.Y.: Reader's Digest. 2006.

929.1 P769

Polking, Kirk. *Writing Family Histories and Memoirs.* Cincinnati, Ohio: Betterway Books. 1995.

929.1 S666

Smolenyak, Megan. *Trace your roots with DNA: using genetic tests to explore your family tree.* Rodale: Holtzbrinck Publishers. 2004.

## Internet Resources

[www.cyndislist.com/beginner.htm](http://www.cyndislist.com/beginner.htm)

Cyndi's List is the most comprehensive genealogy website.

<https://www.familysearch.org/blog/en/beginning-genealogy-started/>

FamilySearch is a nonprofit organization and website offering genealogical records, education, and software. It is operated by The Church of Jesus Christ of Latter-day Saints, and is closely connected with the church's Family History Department. A great free alternative to Ancestry.com.

<https://www.americanancestors.org/education/learning-resources/read/getting-started>

Founded in 1845, the New England Historic Genealogical Society (NEHGS) is the country's leading resource for family history research. For more than 150 years, NEHGS has helped new and experienced researchers trace their heritage in New England and around the world.

<https://www.ngsgenealogy.org/getting-started/>

The National Genealogical Society is a genealogical interest group founded in 1903 in Washington, D.C.. Its headquarters are in Falls Church, Virginia.

# Databases

## [African American Heritage](#)

A comprehensive mix of resources, records, and tools specifically pertaining to African American genealogy that can also connect users to a community of research experts, who offer mentoring and research assistance.

## [Ancestry Library Edition \(In Library Only\) Now Available remotely through December](#)

Vast genealogical resource focused mainly on the United States and the United Kingdom, including census, vital, church, court, and immigration records, as well as record collections from Canada and other areas. Including census, vital, church, court, and immigration records.

## [Fold3 Library Edition](#)

The premier collection of historical military records, including the stories, photos, and personal documents of the men and women who served from the Revolutionary War through recent conflicts. It contains millions of records from world-class archives, many of which are exclusively available on Fold3 Library Edition.

## [Heritage Quest](#)

With an essential collection of genealogical and historical sources for more than 60 countries, with coverage dating back as early as the 1700s, this collection can help people find their ancestors and discover a place's past, while also providing a comprehensive treasury of genealogical sources rich in unique records, local and family histories, and finding-aids.

## [Mansfield News Journal Index \(ProQuest\)](#)

This online newspaper index not only includes articles and obituaries from the News Journal, but also companies, people, products, and more. From 2002 to the present.

## [Newspaper Archive \(Temporary remote access until December 31, 2020\)](#)

The largest historical newspaper online database with more than 70 million newspaper pages and more than 80,000 pages being added per day.

## [Sanborn Fire Insurance Maps](#)

Large scale street plans and property and land use maps of everyday life produced by the Sanborn Fire Insurance Company from 1867 to 1970. Includes more than 660,000 large-scale maps of more than 12,000 US towns and cities

Good luck on your genealogical journey and if you ever need help feel free to contact the Sherman Room at 419.521.3115 or [genealogy@mrcpl.org](mailto:genealogy@mrcpl.org).

Or stop in and see us at the main library located at 43 West Third Street, Mansfield, Ohio 44903.

Our hours are currently Monday 10-8 and Tuesday thru Thursday 10-5.

# Who was John Sherman?



John Sherman was born in Lancaster, Ohio on May 10, 1823 to Charles Robert Sherman and Mary Hoyt Sherman. He was the eighth child out of eleven, which also included Charles Taylor Sherman and William Tecumseh Sherman. John's father, Judge Charles Sherman, died when he was six years old and when he was eight. he moved to Mount Vernon, Ohio. At the age of seventeen, John decided to follow the family tradition and became a lawyer. It was at the age of seventeen when John moved to Mansfield to study law with his brother Charles. He studied for four years and passed the bar at the age of twenty-one. It was in Mansfield John met his future wife Cecelia Stewart, who was the daughter of wealthy Mansfield Judge, and entered politics. He spent many years as a senator, sought the Republican presidential nomination in 1880, 1884 and 1888, and was elected Secretary of State under President William McKinley in 1897, in which he resigned in 1898 due to failing health. John Sherman died in his home in Mansfield on October 25, 1900. He is mostly remembered for two Acts that bear his name the Sherman Antitrust Act and the Sherman Silver Standard Act.<sup>1</sup>

## Looking for Research Assistance?

To request assistance or microfilm copies, researchers may call, email or send their request through the mail.

Phone  
419.521.3115

E-mail  
[genealogy@mrcpl.org](mailto:genealogy@mrcpl.org)

Mail  
Mansfield/Richland County Public  
Library Sherman Room  
43 West Third Street  
Mansfield, OH 44902

Open  
Monday 10-8  
Tuesday thru Thursday 10-5



<sup>1</sup>[https://www.shermanhouse.org/JohnSherman\\_bio.pdf](https://www.shermanhouse.org/JohnSherman_bio.pdf)

## Local History Resources

Businesses, Churches, Schools,  
Biographies of notable locals

Family histories

Richland County histories

Indexes of local wills, early property  
owners and marriages

Cemetery indexes for Richland and  
Crawford Counties

City directories 1858 present, Richland  
County directories

Telephone directories 1904 present

Local author collection

Historical atlases of Richland and  
surrounding counties

Local clipping file

Annual Reports for local businesses

Local photo file

## Ohio Resources

Ohio County/City histories

Indexes of Ohio Soldiers during the Civil  
War

Ohio census indexes

## On-line Resources

[Mansfield Newspaper index \(primarily  
obituaries, marriages, births\)](#)

[Ancestry Library-Edition \(limited to in-  
library use\)](#)

[Newspaper Archive \(Main Library only\)](#)

[Sherman Room Photo file index of local  
photograph collection](#)

[Richland County Digital Newspaper  
Archive](#)

[The Sherman Room Digital Archive](#)

[The Cleveland Memory Project](#)

[RB Hayes Obituary Index](#)

[School Yearbooks](#)



## Microfilm Resources

Mansfield newspapers 1823 - present  
(some gaps exist)

Scattered Richland County newspapers

Selected Ohio and Pennsylvania  
Census records

Sanborn fire maps for Mansfield

Sturges family papers

Board of Richland County  
Commissioners Journals 1872 1903

Richland County Probate Court  
Naturalization Records 1852 1906

Richland County Children's Home  
Record of Indentures 1880 1917

## General Genealogy Resources

Daughters of the American Revolution  
Lineage Books

Passenger Lists Germans to America,  
Italians to America series

Various research aids

Microfilm reader/copiers with email/USB  
capabilities





# Family Group Sheet

Write dates as Day, Month, Year

example: 1 Jan 1915

## Father

Given Name(s)		Last Name	
Born	Place		
Died	Place		
Married	Place		
Father's Father			
Father's Mother			
Other Marriages			

## Mother

Given Name(s)		Last Name	
Born	Place		
Died	Place		
Father's Father			
Father's Mother			
Other Marriages			

## Child #1

Given Name(s)		Last Name	
Born	Place		
Died	Place		
Spouse			
Married	Place		

## Child #2

Given Name(s)		Last Name	
Born	Place		
Died	Place		
Spouse			
Married	Place		

## Child #3

Given Name(s)		Last Name	
Born	Place		
Died	Place		
Spouse			
Married	Place		



# Family Group Sheet

Father
Mother

## Child #4

Given Name(s)	Last Name
Born	Place
Died	Place
Spouse	
Married	Place

## Child #5

Given Name(s)	Last Name
Born	Place
Died	Place
Spouse	
Married	Place

## Child #6

Given Name(s)	Last Name
Born	Place
Died	Place
Spouse	
Married	Place

## Child #7

Given Name(s)	Last Name
Born	Place
Died	Place
Spouse	
Married	Place

Notes:

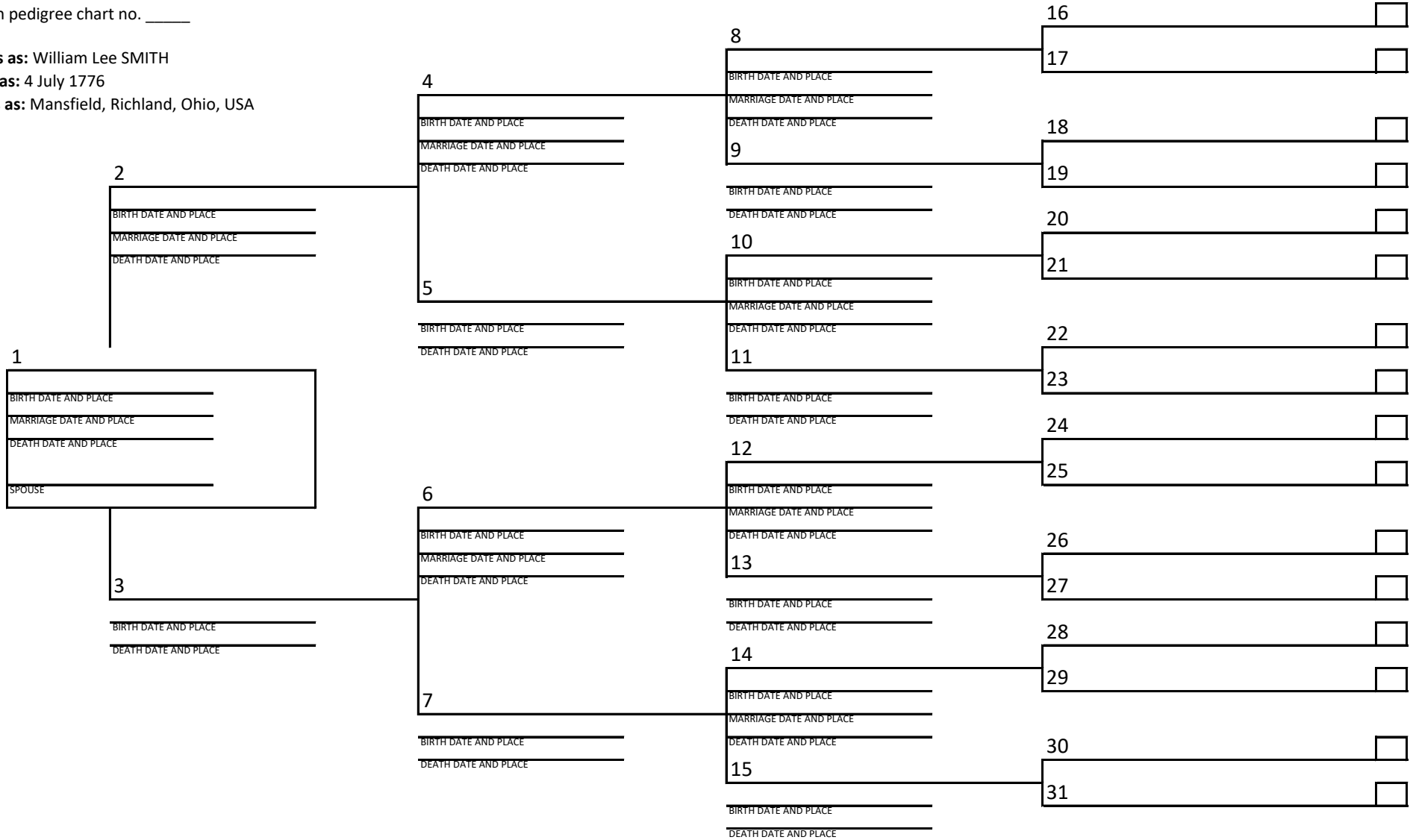


# Five Generation Chart

No. 1 on this chart is the same as  
 No. \_\_\_\_ on pedigree chart no. \_\_\_\_

**Write names as:** William Lee SMITH  
**Write dates as:** 4 July 1776  
**Write places as:** Mansfield, Richland, Ohio, USA

See Chart #





# Research Log

Ancestor's

Name: \_\_\_\_\_  
                     First                    Middle                    Last (Maiden)

Born: \_\_\_\_\_ Married: \_\_\_\_\_ Died: \_\_\_\_\_

Male   
 Female

This person is on pedigree chart number \_\_\_\_, line number \_\_\_\_, and/or is child number \_\_\_\_ on the family group sheet of father's name:

Name of repository/website: \_\_\_\_\_

Source Information (title, author, publisher, publication date, etc.)	Call Number (film number, URL, etc.)	Objective	Result