



East Broad Top Railroad Archives and Special Collections



Scope of Collections

Executive Summary

The East Broad Top Railroad Archives and Special Collections (the Archives) Scope of Collections (SOC) provides guidelines for the assessment of materials proposed for formal incorporation into the Archives. The collections of the Archives seek to document and illustrate the East Broad Top from multiple perspectives: as a distinctive railroad with rolling stock and a unique collection of associated, original infrastructure; as the enabler of an industrial economy; and as the centerpiece of a local community culture.

The collections represent three eras: the EBT Common Carrier Railroad Era and its operational relations with other companies and organizations (1856-1956); the EBT Kovalchick Tourist Railroad Era and its operational relations with other companies and organizations, under the stewardship of the Kovalchick Family (1956-2020); the EBT Foundation, Inc. (EBTF) Tourist Railroad Era (2020-future). Included too are the Friends of the East Broad Top, Inc. (FEBT) Collections, which capture content from each of the above eras.

The Archives will incorporate archival records and physical artifacts from existing EBTF and FEBT collections, from donations and gifts, and via purchases.

The Archives will collect the following types of material: maps and drawings; photographs; administrative loose and bound records; third-party material pertaining to railroad operations; ephemera and other associated physical objects; artifacts that were the original property of the EBT and actively used in operations such as survey tools and instruments; oral history, in transcribed or digital form; organizational records or other related materials from the companies associated with the EBT, such as the Rockhill Iron and Coal Company and its successors, and other shippers and receivers; original research notes and materials related to significant EBT scholarship, to include a preservation copy of published works; and publications and research materials relating to the EBT and associated companies created by the National Park Service and its sub-agencies. Eligible material may be three-dimensional objects, paper or other flat printed or graphic media, analog (for example, magnetic tape), digital images, and “born-digital” documents (records and materials with no physical or analog format).

Material is relevant to and consistent with the purposes and activities of the Archives if it is connected to the EBT in one or more of these ways:

East Broad Top Railroad Archives and Special Collections

1. It is represented in the Scope of Collections previously listed.
2. It was owned by the EBT and therefore was at one time considered EBT property.
3. It was made or written by a person employed by the EBT, or by a supplier, passenger, shipper, or receiver of the EBT, and is relevant to their contact with the EBT.
4. It was owned and used by a person or organization associated with the EBT, such as a supplier, passenger, shipper, or receiver on the EBT, and is relevant to their contact with the EBT.
5. It has a direct and important connection to a major event in the history of the EBT.

Preferred materials are those:

1. Whose provenance is known, and, if possible, documented.
2. Whose physical condition is of sufficient quality to warrant its use by the Archives, or whose relevance and significance to the collection warrants conservation treatment despite its current condition.
3. For which the Archives can provide proper storage, protection, and preservation care for the artifact under the best conditions possible.
4. That are not of illicit origin or doubtful title.

The Archives will acquire and keep materials permanently in its collections if they retain their physical integrity, authenticity, and usefulness for the purposes of the Archives. Acceptance of the material places the responsibility for its continued maintenance and protection on the Archives.

However, the Archives will not incorporate records or artifacts solely because they are linked to the Scope of Collections. Some in-scope materials may be excluded due to duplication, physical condition, limitations on space or expense, or other reasons. Donating material to the EBTF or the FEBT does not necessarily equate to the incorporation of the materials into the Archives. All donated material will be assessed by the Collections Advisory Committee for potential inclusion. Donated material not selected could be sold, consumed, transferred, or discarded.

Selection and retention decisions will be executed by a Collections Advisory Committee of EBT subject matter experts, established under the authority of EBT Foundation, Inc., and the Friends of the East Broad Top, Inc.