

Appendix I



**TOWN OF CONCORD
COMMUNITY PRESERVATION COMMITTEE**

141 KEYES ROAD, CONCORD, MA 01742
TEL. (978) 318-3290 FAX (978) 318-3291

Application for CPC Funding

Due no later than 12:00 noon on Friday, September 19, 2025

Applicant*: Concord Free Public Library Corporation
Federal Tax Id. No.*: 04-2121328
Co-Applicant (if applicable): _____

Project Name*: Thoreau Surveys Preservation and Access Project Project

Location/Address (if applicable): _____

Purpose*: (Select all that apply)

- Open Space Community Housing Historic Preservation Recreation

Project Budget*:

Amount of CPC Funds Requested: \$ 27,975

Amount from Other Funding Sources: \$ _____

Total Project Budget: \$ 27,975

(If multi-year project, note current phase only)

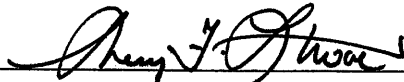
Please check which of the following is included with this Application:

- | | |
|---|--|
| <input checked="" type="checkbox"/> One Paragraph Project Summary * | _____ Architectural plans, site plans, photographs (if appropriate) |
| _____ Map (if applicable) | <input checked="" type="checkbox"/> Copy of IRS determination letter (Non-profit Organizations only)* |
| <input checked="" type="checkbox"/> Narrative * | <input checked="" type="checkbox"/> Completed W-9 Form (Non-profits only)* |
| _____ Selection Criteria and Needs Assessment | <input checked="" type="checkbox"/> Copy of Audit or most recent Financial Information (<u>Non-profits</u> only)* |
| <input checked="" type="checkbox"/> Detailed Project Budget * | _____ Letters of Support (if any) |
| _____ Feasibility Assessment | |
| _____ Statement of Sustainability (if applicable) | |
| <input checked="" type="checkbox"/> Timeline * | |

Project Contact Person*: Jessie Hopper, Assistant Curator Special Collections

Project Contact Address*: 129 Main Street, Concord MA 01742

Project Contact Phone*: 781-318-3343 Email*: jhopper@minlib.net

Authorized Signature of Applicant*: 

Authorized Signature of Property Owner* (if different): _____

* Required

For Historic Preservation Projects Only – please check the box below left and acknowledge:

- I/We have read the U.S. Secretary of the Interior's Standards for the Treatment of Historic Properties and understand that planning for and execution of this project must meet these standards.

Date: September 19, 2025

Re: FY2027 CPA Funding Application

To:

**Town of Concord
Planning Division Office
141 Keyes Road
Concord, MA 01742**

From:

**Jessie Hopper
Concord Free Public Library
129 Main Street
Concord, MA 01742**

THOREAU SURVEYS PRESERVATION & ACCESS PROJECT
Concord Free Public Library - Application for FY2027 CPA Funding

Body of Proposal:

- 1. CPA Cover Sheet**
- 2. Project Summary**
- 3. Project Narrative**
- 4. CPA's Selection Criteria and Needs Assessment**
- 5. Budget Detail**
- 6. Feasibility**
- 7. Statement of Sustainability**
- 8. Project Timeline**
- 9. IRS Determination Letter**
- 10. Completed W-9 Form**
- 11. Audit**
- 12. Appendices**

Appendix A: Henry David Thoreau Papers Finding Aid

Appendix B: Resumes

Appendix C: Vendor Estimates

Appendix D: Letters of Support

2. Project Summary

The Concord Free Public Library holds the largest and most important collection of primary sources by author and naturalist Henry David Thoreau in New England, and the most significant archive of materials documenting Concord as Thoreau knew it. Among these holdings in the William Munroe Special Collections at the Concord Free Public Library is the most extensive collection of Henry David Thoreau's land and property surveys, many of which are of Concord homes and historic sites. This application seeks funding for digitization, rehousing, and conservation of the Thoreau surveys.

3. Project Narrative:

In 1874, Sophia Thoreau deposited the unpublished manuscripts of her brother, writer and naturalist Henry David Thoreau, in the Concord Free Public Library. According to the Library Report, the manuscripts "fill three trunks or boxes. One contains a complete survey of almost every farm in town, which will be of great value in the future in regard to the boundary lines of different estates, especially so when we consider the established accuracy of Mr. Thoreau's surveys and measurements." In 1876, Sophia bequeathed the surveys fully to the Concord Free Public Library Corporation, held in the William Munroe Special Collections.

Special Collections' original survey collection contained 195 surveys, 192 of which were donated by Sophia Thoreau. Two came to the library from Wallace A. Calef, and one came from Caroline Keyes Buttrick. While recently inventorying our holdings, we identified six additional surveys by Thoreau held in the historical family and business records of other Concord residents, bringing the final total to 201 surveys.

The Thoreau surveys constitute the bulk of the William Munroe Special Collections' Henry David Thoreau collection. They are of interest to a variety of audiences, from academic researchers exploring topics in a range of disciplines to residents curious about the history of the parcels that they own.

For many years, patrons could only consult the surveys on-site in Special Collections. In 1976, Special Collections created a catalog of Thoreau's surveys, which included images of twenty-five of the surveys, and this was the first time any researcher could see at least a selection of the surveys outside of the Library. In 1995, Special Collections received a grant from the National Historic Publications and Records Commission to create a descriptive finding aid for the complete Thoreau collection, including identification of all 195 surveys in the collection. In March 2002, AT&T awarded the

Library a grant to digitize and mount the surveys on the Special Collections page of the Library's website.

Unfortunately, the 2002 digitization was performed at a resolution of 150 pixels per inch (ppi), which was an acceptable standard in the early 2000s, but is far below the current preservation minimum of 600 ppi, making it very difficult to view the detail, which is necessary for accurate interpretation of the surveys. In addition, the surveys were scanned in sections, rather than as a single image, requiring digital stitching, which was often irregular, and preventing viewers from viewing each survey at full scale online. Due to the age of the surveys, some of the ink has faded or has very light pencil markings, which are difficult to read in both the current digital format and in person.

Most of the surveys have been encapsulated in polyester and sealed with an archival tape. While encapsulation helps prevent general handling by visitors, the surveys frequently slip towards the tape during handling, causing damage to the surveys. Other surveys are only held in sleeves of polyester, making them vulnerable to damage from falling out while handling. Several surveys have also been damaged over time due to age and require conservation. Finally, Thoreau's survey of Walden Pond requires special housing due to its unique cultural and historical importance.

The Concord Free Public Library Corporation, William Munroe Special Collections, seeks \$27,975 to fund the digitization of 200 surveys as well as general rehousing and specific conservation to preserve and make these surveys accessible, thereby increasing knowledge of Concord's historic built environment.

We anticipate that this *Thoreau Survey Preservation and Access Project* will span one year. NEDCC anticipates that the work will take approximately eight months once the surveys are delivered to their facility in Andover. For Phase Two of the project, Special Collections staff will transfer the digitized surveys to our website and to our digital repository, with the possibility of creating an online exhibition to showcase the surveys. We also plan to partner with the Town of Concord's GIS department to create a layer on the town GIS of Thoreau surveys.

Funding from the Community Preservation Committee would permit us to contract with NEDCC to digitize, conserve, and rehouse our full Thoreau survey collection and place all of the complete surveys on our website, making them fully accessible to the Concord community as well as a wider community of Thoreau scholars and enthusiasts.

4. CPA's Selection Criteria and Needs Assessment

The proposed *Thoreau Survey Preservation & Access Project* meets current CPA criteria under the project category of Historic Preservation by increasing citizen knowledge about Concord's historic and cultural resources, and it helps ensure that a threatened historic resource is saved. Additionally, the application supports the goals of *Envision Concord*, the town's long-range plan, *Envision Concord - Bridge to 2030*, adopted in 2018, which encourages education and preservation of Concord's historic and cultural resources.

5. Budget Detail:

Northeast Document Conservation Center: \$27,975.00

High Resolution Digitization of 200 surveys - \$7,535.00

Advanced Digitization for Faded Media for 50 surveys - \$1,250.00

General Rehousing to replace tape encapsulations for 195 surveys - \$6,450.00

Custom Housing for three oversized surveys - \$1,665.00

Conservation and custom housing for three damaged surveys - \$11,075.00

6. Feasibility

There are no foreseeable impediments to the completion of the *Thoreau Survey Preservation and Access Project*. As for accomplishing the conservation and preservation objectives of the project, NEDCC's written recommendations constitute a statement of feasibility. The Concord Free Public Library Corporation has used NEDCC for a wide range of projects, including digitization and conservation, for over fifty years. Recently, we had an annotated map by Thoreau of the Concord River, part of the survey collection, digitized and rehoused for an exhibition at the Huntington Library in California.

7. Statement of Sustainability

The *Thoreau Survey Preservation and Access Project* will be sustainable in all respects. Once returned from NEDCC, the surveys will be in new enclosures that protect the surveys from excessive handling and will be housed in the stable, climate-controlled environment of the Special Collections vault. High-resolution scanning will ensure that anyone with access to the internet can utilize them, and finer detail can be seen when zooming into a particular section.

8. Project Timeline:

- July 2026: Prepare and move surveys to NEDCC in Andover, MA.
- July 2026-February 2027: Digitization, conservation, and rehousing completed.
- March 2027: Return surveys to CFPL

9. IRS Determination Letter

OGDEN UT 84201-0029

In reply refer to: 4077967774
Oct. 23, 2018 LTR 4168C 0
04-2121328 000000 00
00028196
BODC: TE

CONCORD FREE PUBLIC LIBRARY
CORPORATION
129 MAIN ST
CONCORD MA 01742-2436



014393

Employer ID number: 04-2121328
Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated Aug. 23, 2018, about your tax-exempt status.

We issued you a determination letter in February 1979, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at www.irs.gov/forms-pubs or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,

4077967774
Oct. 23, 2018 LTR 4168C 0
04-2121328 000000 00
00028197

CONCORD FREE PUBLIC LIBRARY
CORPORATION
129 MAIN ST
CONCORD MA 01742-2436

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,

Stephen A. Martin

Stephen A. Martin
Director, EO Rulings & Agreements

10: Completed W-9 Form

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Concord Free Public Library Corporation

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
129 Main Street

6 City, state, and ZIP code
Concord, MA 01742

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type.
See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-					
--	--	--	---	--	--	--	--	--

or

Employer identification number


0	4	-	2	1	2	1	3	2	8
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶  Date ▶ **9/30/2019**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What Is backup withholding*, later.

11. Audit

Concord Free Public Library Corporation

Financial Statements
June 30, 2024 and 2023

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Statements of Functional Expenses	5
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Independent Auditors' Report

To the Board of Directors
Concord Free Public Library Corporation

Opinion

We have audited the accompanying financial statements of Concord Free Public Library Corporation (the Organization), which comprise the statements of financial position as of June 30, 2024 and 2023, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, except for the effects of the matters described in the Basis for Qualified Opinion section of our report, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2024 and 2023, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America (GAAP).

Basis for Qualified Opinion

As more fully described in Note 2 to the financial statements, the Organization records realized and unrealized gains (losses) on investments of donor-restricted endowment funds as increases (decreases) in net assets restricted by donors in perpetuity on the accompanying financial statements. In our opinion, to conform with GAAP, in the absence of a donor's explicit restriction to the contrary, gains on the investments of a donor-restricted endowment fund are restricted (time restricted) until appropriated for expenditure, and are also purpose restricted if the use of the endowment's income is restricted as to purpose. Also, in our opinion, in the absence of donor stipulations or law to the contrary, losses on the investments of a donor-restricted endowment fund shall reduce the time or purpose restricted net assets to the extent that donor imposed restrictions on net appreciation of the fund have not been met before a loss occurs.

Any remaining loss shall reduce net assets without donor restrictions. The amount of net assets restricted by donors in perpetuity is not to be reduced by losses on the investments in the donor-restricted endowment fund.

The impact of this GAAP departure between the net asset classifications could not be quantified. However, due to the nature of that departure there is no quantitative effect to the Organization's total net assets presented.

Additionally, because accounting records prior to June 30, 2015 were not available, we were unable to obtain sufficient appropriate audit evidence regarding net asset classifications of the Organization's endowment funds as of June 30, 2024 and 2023 in the accompanying financial statements.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Organization and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with GAAP, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Baker Tilly US, LLP

Baker Tilly US, LLP
Tewksbury, Massachusetts
March 25, 2025

Statements of Financial Position

Concord Free Public Library Corporation

June 30	2024	2023
Assets		
Current Assets:		
Cash	\$ 746,404	\$ 121,523
Prepaid Expenses	1,075	1,075
Total Current Assets	747,479	122,598
Certificates of Deposit	33,808	33,028
Contributions Receivable	141,667	237,549
Investments	17,887,206	16,142,975
Property and Equipment, Net of Accumulated Depreciation	16,825,234	17,309,809
Special Collections	-	-
Total Assets	\$ 35,635,394	\$ 33,845,959
Liabilities and Net Assets		
Current Liabilities:		
Line of Credit	\$ 80,252	\$ 132,752
Current Portion of Annuity Payable	4,092	4,092
Accounts Payable and Accrued Expenses	73,911	188,887
Total Current Liabilities	158,255	325,731
Annuity Payable, Net of Current Portion	13,420	14,601
Total Liabilities	171,675	340,332
Net Assets:		
Net Assets without Donor Restrictions:		
Available for Operations	684,636	(210,073)
Board Designated - Funds Functioning as Endowment	12,743,592	11,528,413
Net Investment in Property and Equipment	16,825,234	17,530,425
Total Net Assets without Donor Restrictions	30,253,462	28,848,765
Net Assets with Donor Restrictions	5,210,257	4,656,862
Total Net Assets	35,463,719	33,505,627
Total Liabilities and Net Assets	\$ 35,635,394	\$ 33,845,959

Statements of Activities

Concord Free Public Library Corporation

For the Years Ended June 30

2024

2023

	Without Donor Restrictions	With Donor Restrictions	Total	Without Donor Restrictions	With Donor Restrictions	Total
Operating Activities:						
Revenue and Other Support:						
Contributions	\$ 1,008,442	\$ 108,725	\$ 1,117,167	\$ 270,847	\$ 37,523	\$ 308,370
Investment Income Designated for Operations	630,409	-	630,409	609,258	67,760	677,018
Fees and Assessments	2,541	-	2,541	3,361	-	3,361
Net Assets Released from Restriction	92,371	(92,371)	-	67,760	(67,760)	-
Total Revenue and Other Support	1,733,763	16,354	1,750,117	951,226	37,523	988,749
Operating Expenses:						
Program Services	1,152,001	-	1,152,001	1,196,375	-	1,196,375
Fundraising	201,856	-	201,856	271,118	-	271,118
General and Administrative	182,427	-	182,427	164,097	-	164,097
Total Operating Expenses	1,536,284	-	1,536,284	1,631,590	-	1,631,590
Increase (Decrease) in Net Assets from Operations	197,479	16,354	213,833	(680,364)	37,523	(642,841)
Nonoperating Activities:						
Investment Income, Net	1,837,627	537,041	2,374,668	1,150,431	309,522	1,459,953
Appropriation of Investment Income Designated for Operations	(630,409)	-	(630,409)	(609,258)	(67,760)	(677,018)
Capital Contributions	-	-	-	-	41,283	41,283
Net Assets Released from Restriction	-	-	-	7,884,064	(7,884,064)	-
Total Nonoperating Activities	1,207,218	537,041	1,744,259	8,425,237	(7,601,019)	824,218
Increase (Decrease) in Net Assets	1,404,697	553,395	1,958,092	7,744,873	(7,563,496)	181,377
Net Assets, Beginning of Year	28,848,765	4,656,862	33,505,627	21,103,892	12,220,358	33,324,250
Net Assets, End of Year	\$ 30,253,462	\$ 5,210,257	\$ 35,463,719	\$ 28,848,765	\$ 4,656,862	\$ 33,505,627

The accompanying notes are an integral part of these financial statements.

Statements of Functional Expenses

Concord Free Public Library Corporation

For the Years Ended June 30

2024

2023

	Program Services	Fundraising	General and Administrative	Total	Program Services	Fundraising	General and Administrative	Total
Depreciation	\$ 612,028	\$ 12,320	\$ 71,185	\$ 695,533	\$ 551,573	\$ 6,787	\$ 36,838	\$ 595,198
Maintenance	185,397	3,784	1,892	191,073	251,208	4,928	3,197	259,333
Books, Collections and Other								
Library Items	128,049	-	-	128,049	202,180	-	-	202,180
Salaries, Payroll Taxes and Benefits	11,620	103,641	11,595	126,856	12,505	111,538	12,478	136,521
Insurance	120,913	2,493	1,247	124,653	69,566	1,434	717	71,717
Professional Fees	-	33,231	70,837	104,068	-	55,217	76,803	132,020
Office Expense	34,715	26,697	10,266	71,678	47,405	20,345	9,985	77,735
Special Collections Management								
Expenses	34,410	-	-	34,410	37,841	-	-	37,841
Scholarships	24,869	-	-	24,869	23,125	-	-	23,125
Events	-	19,690	-	19,690	-	70,869	-	70,869
Interest Expense	-	-	10,565	10,565	-	-	24,079	24,079
Miscellaneous	-	-	4,840	4,840	972	-	-	972
	\$ 1,152,001	\$ 201,856	\$ 182,427	\$ 1,536,284	\$ 1,196,375	\$ 271,118	\$ 164,097	\$ 1,631,590

The accompanying notes are an integral part of these financial statements.

Statements of Cash Flows

Concord Free Public Library Corporation

For the Years Ended June 30	2024	2023
Cash Flows from Operating Activities:		
Increase in Net Assets	\$ 1,958,092	\$ 181,377
Adjustments to Reconcile Increase in Net Assets to Net Cash Provided by Operating Activities:		
Depreciation	695,533	595,198
Capital Contributions - Cash Received	-	(40,041)
Net Realized and Unrealized Gains on Investments	(1,960,768)	(611,553)
Decrease in Contributions Receivable - Restricted for Renovation and Expansion Project	95,882	223,556
Decrease in Accounts Payable and Accrued Expenses	(114,976)	(227,038)
Increase in Annuity Payable	2,911	2,850
Net Cash Provided by Operating Activities	676,674	124,349
Cash Flows from Investing Activities:		
Proceeds from Sale of Investments	2,811,804	2,373,718
Purchase of Investments	(2,595,267)	(2,545,100)
Purchases of Property and Equipment	(210,958)	(360,678)
Purchases of Certificates of Deposit	(780)	(115)
Net Cash Provided by (Used in) Investing Activities	4,799	(532,175)
Cash Flows from Financing Activities:		
Net Repayments under Line of Credit	(52,500)	(168,733)
Payments to Annuitant	(4,092)	(4,092)
Capital Contributions - Cash Received	-	40,041
Net Cash Used in Financing Activities	(56,592)	(132,784)
Net Increase (Decrease) in Cash	624,881	(540,610)
Cash, Beginning of Year	121,523	662,133
Cash, End of Year	\$ 746,404	\$ 121,523
Supplemental Disclosure of Noncash Investing Activities:		
Purchases of Property and Equipment Included in Accounts Payable and Accrued Expenses	\$ -	\$ 20,946

1. Organization and Summary of Significant Accounting Policies:

Nature of Organization: Concord Free Public Library Corporation (the Organization) is a nonprofit corporation founded in 1873 that owns and maintains library buildings and properties of the Concord Free Public Library, provides library services and scholarships and maintains library special collections. The Organization's special collections include printed books (literary, historical and genealogical), manuscripts and archival collections, pamphlets and ephemera, broadsides, printed town reports, directories, photographs, historic building files, artifacts and works of art. Collections are made accessible to groups through a variety of interpretational formats and to individual researchers. Items are sometimes loaned to other nonprofit institutions for exhibition.

Basis of Presentation: The financial statements of the Organization have been prepared using the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America (GAAP). Any reference in these notes to applicable guidance is meant to refer to the authoritative United States generally accepted accounting principles as found in the Accounting Standards Codification (ASC) and Accounting Standards Updates (ASU) of the Financial Accounting Standards Board (FASB). The Organization's financial statements contain a departure from GAAP (see Note 2).

The Organization reports information regarding its financial position and activities according to the following net asset classifications:

Net Assets without Donor Restrictions: Net assets that are not subject to donor-imposed restrictions and may be expended for any purpose in performing the primary objectives of the Organization. These net assets may be used at the discretion of the Organization's management and Board of Trustees. Net assets without donor restrictions include net assets designated by the board for specific purposes.

Net Assets with Donor Restrictions: Net assets subject to stipulations imposed by donors and grantors. Some donor restrictions are temporary in nature; those restrictions will be met by actions of the Organization or by the passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Measure of Operations: The statements of activities report all changes in net assets, including changes in net assets from operating and nonoperating activities. Operating activities consist of those items attributable to the Organization's ongoing library services, scholarships, special collections, and income designated for operations. Nonoperating activities are limited to resources that generate return from investments and other activities considered to be of a more unusual or nonrecurring nature.

Fair Value Measurements: The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described as follows:

Level 1 - Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets that the Organization has the ability to access.

Level 2 - Inputs to the valuation methodology include:

- Quoted prices for similar assets or liabilities in active markets;
- Quoted prices for identical or similar assets or liabilities in inactive markets;
- Inputs other than quoted prices that are observable for the asset or liability; and
- Inputs that are derived principally from or corroborated by observable market data by correlation or other means.

If the asset or liability has a specified (contractual) term, the Level 2 input must be observable for substantially the full term of the asset or liability.

Level 3 - Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

1. Organization and Summary of Significant Accounting Policies (Continued):

Revenue and Other Support: Revenue is reported as increases in net assets without donor restrictions unless use of the related assets is limited by donor-imposed restrictions. Revenue primarily consists of investment income, contributions and grants, but also includes fees derived from the sale of rights to use Organization-owned images as well as assessments for lost books, use of the copying machines and other services.

Contributions received are recorded as net assets without donor restrictions or net assets with donor restrictions, depending on the existence and/or nature of any donor-imposed restrictions.

Donor restricted contributions are reported as an increase in net assets with donor restrictions, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions.

The Organization must determine whether a contribution (or a promise to give) is conditional or unconditional for transactions deemed to be a contribution. A contribution is considered to be a conditional contribution if an agreement includes a barrier that must be overcome and either a right of return of assets or a right of release of a promise to transfer assets exists. Indicators of a barrier include measurable performance related barrier or other measurable barriers, a stipulation that limits discretion by the recipient on the conduct of an activity, and stipulations that are related to the purpose of the agreement. The Organization cannot consider probability of compliance with the barrier when determining if such awards are conditional and should be reported as conditional grant advance liabilities until such conditions are met.

Unconditional promises to give that are expected to be collected within one year are recorded at net realizable value. Unconditional promises to give that are expected to be collected in future years are recorded at present value of their estimated future cash flows. The discounts on those amounts are computed using risk-adjusted interest rates applicable to the years in which the promises are received. Discount amortization is included in contribution revenue. Conditional promises to give are not included as support until the conditions are met.

The Organization also recognizes revenue derived from fees and assessments when control of the goods and services provided is transferred to the Organization's patrons and in an amount that reflects the consideration the Organization expects to be entitled to in exchange for those goods and services using the following steps: 1) identification of the contract, or contracts with a customer, 2) identification of performance obligations in the contract, 3) determination of the transaction price, 4) allocation of the transaction price to the performance obligations in the contract and 5) recognition of revenue when or as the Organization satisfies the performance obligations.

Cash: The Organization maintains its cash in bank deposit accounts, which, at times, may exceed federally insured limits. The Organization has not experienced any losses in such accounts, and believes it is not exposed to any significant credit risk on cash.

Certificates of Deposit: The Organization periodically invests cash in certificates of deposit with an original maturity of greater than three months when purchased.

Investments and Investment Income: The Organization's investments are reported at fair value as of the date of the statements of financial position. Realized and unrealized gains and losses are reflected in the accompanying statements of activities. Investment income or loss on investments (including realized and unrealized gains and losses on investments, interest and dividends) is included in net assets without donor restrictions unless the income or loss is restricted by donor or law.

Interpretation of Relevant Law: The Organization follows the Uniform Prudent Management of Institutional Funds Act (UPMIFA). The Organization's Board of Trustees has interpreted UPMIFA as considering the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary.

1. Organization and Summary of Significant Accounting Policies (Continued):

As a result of this interpretation, the Organization classifies as donor-restricted endowment funds (a) the original value of gifts donated to the endowment, (b) the original value of subsequent gifts to the endowment (c) accumulations to the endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund, and (d) appreciation (depreciation) in the fair value of endowment investments.

Therefore, unless stated otherwise in the gift instrument, the assets in an endowment fund are donor-restricted assets until those amounts are appropriated for expenditure by the Organization in a manner consistent with the standard of prudence prescribed by UPMIFA.

In accordance with UPMIFA, the Organization considers the following factors in making a determination to appropriate or accumulate endowment funds:

- Duration and preservation of the fund
- Purposes of the Organization and the donor-restricted endowment fund
- General economic conditions
- Possible effect of inflation and deflation
- Expected total return from income and the appreciation of investments
- Other resources of the Organization
- Investment policies of the Organization

Concentrations of Credit Risk: Financial instruments that potentially subject the Organization to concentration of credit risk consist primarily of cash, certificates of deposit, investments, and contributions receivable. The Organization maintains its cash, certificates of deposit and investments with high-credit quality financial institutions. The Organization believes it is not exposed to any significant losses due to credit risk on cash, certificates of deposit and investments. Contributions receivable are carried at amounts based upon management's judgment of potential defaults. Management determines the allowance for doubtful accounts by identifying troubled receivables balances and by using an assessment of the donor's credit worthiness.

Other Risks and Uncertainties: Due to the level of risk associated with certain investment securities and the level of uncertainty related to changes in the value of investment securities, it is at least reasonably possible that changes in the values of the investment securities will occur in the near term and that such changes could materially affect the amounts reported in the statements of financial position.

Special Collections: The special collections, which have been acquired through purchases and contributions since the Organization's inception, are not recognized as assets on the statements of financial position. Purchases of collection items are recorded as decreases in net assets without donor restrictions in the year the items are acquired or as decreases in net assets with donor restrictions if the assets used to purchase the items are restricted by donors. Contributed collection items are not reflected on the financial statements. Proceeds from deaccessions are reflected as increases in the appropriate net asset classes.

Property and Equipment: Property and equipment are recorded at cost on the date of acquisition. Depreciation is computed using the straight-line method over the estimated useful lives of the related assets, as follows:

Building and Improvements	7 - 39 Years
Furniture, Fixtures and Equipment	5 - 7 Years

Annuity Payable: The Organization has received a charitable gift annuity, which consist of an immediate contribution as well as a remainder interest in the underlying investments from which income is currently being paid to the annuitant.

1. Organization and Summary of Significant Accounting Policies (Continued):

Impairment of Long-Lived Assets: It is required that long-lived assets be reviewed for possible impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Recoverability of assets to be held and used is measured by a comparison of the carrying amount of an asset to future undiscounted net cash flows expected to be generated by the asset. If such assets are considered to be impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the assets exceeds the fair value of the assets. As of June 30, 2024 and 2023, the Organization has determined that there have been no significant events or changes in circumstances that would trigger impairment testing of the Organization's long-lived assets.

Functional Allocation of Expenses: The costs of providing the Organization's program and other activities have been summarized on a functional basis in the statements of activities. Expenses related directly to program services or supporting activities are charged directly while other expenses that are common to several functions are allocated based on management's estimates, among major classes of programs services and supporting activities.

The expenses that are allocated include the following:

Expense	Method of Allocation
Depreciation	Time and Effort
Maintenance	Time and Effort
Salaries, Payroll Taxes and Benefits	Time and Effort
Office Expense	Time and Effort
Insurance	Time and Effort

Income Taxes: The Organization is a nonprofit Organization as described in Section 501(c)(3) of the Internal Revenue Code and is exempt from federal and state income taxes on trade or business profits generated by activities related to the Organization's exempt function. The Organization may be subject to federal and state income taxes for profits generated from trade or business activities unrelated to the Organization's exempt function. As of June 30, 2024 and 2023, management believes that the Organization has not generated any unrelated business taxable income.

The Organization assesses the recording of uncertain tax positions by evaluating the minimum recognition threshold and measurement requirements a tax position must meet before being recognized as a benefit in the financial statements. The Organization's policy is to recognize interest and penalties accrued on any uncertain tax positions as a component of income tax expense, if any, in its statements of activities. The Organization has not recognized any liabilities for uncertain tax positions or unrecognized benefits as of June 30, 2024 and 2023. The Organization does not expect any material change in uncertain tax benefits within the next 12 months.

Use of Estimates: Management has used estimates and assumptions relating to the reporting of assets and liabilities and the disclosure of contingent assets and liabilities in its preparation of the financial statements in accordance with GAAP. Actual results experienced by the Organization may differ from those estimates.

Subsequent Events: Management has evaluated subsequent events spanning the period from June 30, 2024 through March 25, 2025, the date the financial statements were available to be issued.

Reclassification: Certain accounts in the June 30, 2023 financial statements have been reclassified for comparative purposes to conform to the presentation in the June 30, 2024 financial statements.

2. Departure from GAAP:

The Organization does not record its endowment by net asset classification in accordance with GAAP. The Organization records realized and unrealized gains (losses) on investments of donor-restricted endowment funds as increases (decreases) in net assets restricted by donors in perpetuity on the accompanying financial statements regardless of the donor's explicit restrictions. GAAP requires that in the absence of a donor's explicit restriction to the contrary, gains on the investments of a donor-restricted endowment fund are temporarily restricted (time restricted) until appropriated for expenditure, and are also purpose restricted if the use of the endowment's income is restricted by the donor as to purpose.

Additionally, in the absence of donor stipulations or law to the contrary, losses on the investments of a donor-restricted endowment fund shall reduce the net assets restricted by donors in perpetuity to the extent that donor imposed restrictions on net appreciation of the fund have not been met before a loss occurs. Any remaining loss shall reduce net assets without donor restrictions. The amount of net assets restricted by donors in perpetuity is not to be reduced by losses on the investments in the donor-restricted endowment fund.

It has historically been the Organization's policy to record gains (losses) in net assets restricted by donors in perpetuity. Based on this policy, the net asset classification of the Organization's endowment is not in accordance with GAAP. However, due to the nature of that departure there is no quantitative effect to the Organization's total net assets presented. As of June 30, 2024 and 2023, the Organization's endowment amounted to \$17,887,206 and \$16,142,975, respectively. The endowment contains donor-restricted endowment funds. The net asset classifications of the endowment, as of June 30, 2024 and 2023, consists of the following:

	<u>2024</u>	<u>2023</u>
Without Donor Restrictions	\$ 12,743,593	\$ 11,528,413
With Donor Restrictions	5,143,613	4,614,562
	<u>\$ 17,887,206</u>	<u>\$ 16,142,975</u>

3. Availability and Liquidity:

The following reflects the Organization's financial assets as of June 30, 2024 and 2023, reduced by amounts not available for general use within one year of June 30, 2024 and 2023 due to contractual or donor-imposed restrictions.

Financial Assets at End of Year:	<u>2024</u>	<u>2023</u>
Cash	\$ 746,404	\$ 121,523
Certificates of Deposit	33,808	33,028
Contributions Receivable	141,667	237,549
Investments	17,887,206	16,142,975
Total Financial Assets at End of Year	<u>18,809,085</u>	<u>16,535,075</u>
Less: Amounts Unavailable for General Expenditures within One Year:		
Due to Contractual or Donor-Imposed Restriction:		
Subject to Appropriation and Satisfaction of Donor Restrictions	949,601	708,793
To Be Held in Perpetuity	4,260,656	3,948,069
Board Designations:		
Board Designated Endowment Fund, Primarily for Long-Term Investing	12,743,592	11,528,413
	<u>17,953,849</u>	<u>16,185,275</u>
Financial Assets Available to Meet Cash Needs for General Expenditures over the Next 12 Months	<u>\$ 855,236</u>	<u>\$ 349,800</u>

3. Availability and Liquidity (Continued):

As part of the Organization's liquidity management, it has a policy to structure its financial assets to be available as its general expenditures, liabilities and other obligations may come due. In addition, the Organization invests cash in excess of daily requirements in long-term investments. In the event of an unanticipated liquidity need, the Organization also could draw upon the approximately \$1,920,000 available under its line of credit as of June 30, 2024.

4. Contributions Receivable:

Contributions receivable as of June 30, 2024 and 2023 consists of the following:

	2024	2023
Receivable in Less than One Year	\$ 141,667	\$ 166,621
Receivable in One to Five Years	-	83,334
	<u>141,667</u>	<u>249,955</u>
Less: Discount	-	12,406
	<u>\$ 141,667</u>	<u>\$ 237,549</u>

Contributions receivable in one to five years have been discounted by the Organization using a risk adjusted rate based on the daily treasury yield curves. Contributions receivable restricted for renovation and expansion project are presented as long-term receivables as the contributions are restricted for the renovation and expansion project. As of June 30, 2023, the risk adjusted rate used by the Organization amounted to 4.87%.

5. Investments:

Investments as of June 30, 2024 and 2023 consist of the following:

	2024	2023
Mutual Funds	\$ 10,150,816	\$ 8,874,419
Equity Securities	5,523,860	4,646,084
Fixed Income	1,879,835	1,903,390
Cash	332,695	719,082
	<u>\$ 17,887,206</u>	<u>\$ 16,142,975</u>

Investment income, net of investment fees, for the years ended June 30, 2024 and 2023 consists of the following:

	2024	2023
Unrealized Gains	\$ 1,711,753	\$ 195,015
Interest and Dividends	477,533	912,689
Realized Gains	249,014	416,538
Investment Fees	<u>(63,632)</u>	<u>(64,289)</u>
	<u>\$ 2,374,668</u>	<u>\$ 1,459,953</u>

6. Property and Equipment:

Property and equipment as of June 30, 2024 and 2023 consist of the following:

	2024	2023
Land	\$ 1,027,200	\$ 1,027,200
Building and Improvements	23,652,165	23,441,207
Furniture, Fixtures and Equipment	666,352	666,352
	<u>25,345,717</u>	<u>25,134,759</u>
Less: Accumulated Depreciation	8,520,483	7,824,950
	<u>\$ 16,825,234</u>	<u>\$ 17,309,809</u>

Depreciation expense for the years ended June 30, 2024 and 2023 amounted to \$695,533 and \$595,198, respectively.

7. Special Collections:

The Organization maintains a special collection of archives with materials dating from 1635 to the present day. Collections include printed books (literary, historical and genealogical), manuscripts and archival collections, pamphlets, ephemera, pictorial holdings, broadsides, municipal records, printed town reports, directories, photographs, historic building files, artifacts and works of art. The fair value of those collections is not included in the accompanying statements of financial position.

The collections are available for use by individuals and groups through a variety of interpretational formats and by individual researchers. Items are sometimes loaned to other nonprofit institutions for exhibition. Holdings are cataloged, preserved and securely stored. Activities of documenting individual items and collections, and of assessing their condition and preservation needs are performed continuously. The Organization has a practice that would allow proceeds from sales of collections to be used for the purchase of other collection items or for unrestricted use.

8. Endowment:

As of June 30, 2024 and 2023, the endowment balance, by net asset classification, consists of the following:

	2024		
	Without Donor Restrictions	With Donor Restrictions	Total
Board Designated - Funds Functioning as Endowment	\$ 12,743,592	\$ -	\$ 12,743,592
Donor-Restricted Endowment	-	5,143,614	5,143,614
	<u>\$ 12,743,592</u>	<u>\$ 5,143,614</u>	<u>\$ 17,887,206</u>
	2023		
	Without Donor Restrictions	With Donor Restrictions	Total
Board Designated - Funds Functioning as Endowment	\$ 11,536,402	\$ -	\$ 11,536,402
Donor-Restricted Endowment	-	4,606,573	4,606,573
	<u>\$ 11,536,402</u>	<u>\$ 4,606,573</u>	<u>\$ 16,142,975</u>

8. Endowment (Continued):

The changes in the endowment balance by net asset classification as of June 30, 2024 and 2023 consist of the following:

	Without Donor Restrictions	With Donor Restrictions	Totals
Endowment Balance, June 30, 2022	\$ 10,995,229	\$ 4,364,811	\$ 15,360,040
Investment Returns:			
Net Realized and Unrealized Gains	1,063,309	309,522	1,372,831
Interest and Dividends, Net of Investment Fees	87,122	-	87,122
Total Investment Returns	1,150,431	309,522	1,459,953
Appropriation of Endowment Assets for Expenditure	(609,258)	(67,760)	(677,018)
Endowment Balance, June 30, 2023	11,536,402	4,606,573	16,142,975
Investment Returns:			
Net Realized and Unrealized Gains	1,423,727	537,041	1,960,768
Interest and Dividends, Net of Investment Fees	413,872	-	413,872
Total Investment Returns	1,837,599	537,041	2,374,640
Appropriation of Endowment Assets for Expenditure	(630,409)	-	(630,409)
Endowment Balance, June 30, 2024	\$ 12,743,592	\$ 5,143,614	\$ 17,887,206

Return Objectives and Risk Parameters: The Organization has adopted an investment policy for endowment assets that satisfies its long-term rate-of-return objectives. Endowment assets include those assets of donor-restricted funds that the Organization must hold in perpetuity or for donor-specified period(s), as well as board-designated funds. Under this policy, as approved by the Board of Trustees, the endowment assets are invested with an asset allocation strategy assuming a moderate level of investment risk. The Organization relies on a total return strategy in which investment returns are achieved through both capital appreciation and current income. The Organization targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term objectives within prudent constraints.

Spending Policy: The Organization has a spending policy that was approved by the Board of Trustees. Under this policy, the Organization appropriates investment earnings from the endowment fund and other invested funds to support the operating activities of the Organization. For the years ended June 30, 2024 and 2023, the Board approved a spending policy of 3.5% of the average market value at the ends of the prior three fiscal years.

9. Fair Value Measurements:

Assets and liabilities measured at fair value on a recurring basis as of June 30, 2024 and 2023 are as follows:

		Fair Value Measurements at June 30, 2024			
		Totals	Level 1	Level 2	Level 3
Assets:					
Investments:					
Equity Securities	\$	5,523,860	\$ 5,523,860	\$ -	\$ -
Fixed Income:					
Government Bonds		774,810	-	774,810	-
Corporate Bonds		687,591	-	687,591	-
Bonds Mutual Funds		284,393	-	284,393	-
Mortgage Backed Securities		133,041	-	133,041	-
Mutual Funds:					
Multi-Asset Fund - TIFF		9,882,045	9,882,045	-	-
Money Market Funds		195,881	195,881	-	-
Alternative Fund		72,890	72,890	-	-
	\$	17,554,511	\$ 15,674,676	\$ 1,879,835	\$ -
Liabilities:					
Annuity Payable	\$	17,512	\$ -	\$ 17,512	\$ -
		Fair Value Measurements at June 30, 2023			
		Total	Level 1	Level 2	Level 3
Assets:					
Investments:					
Equity Securities	\$	4,646,084	\$ 4,646,084	\$ -	\$ -
Fixed Income:					
Government Bonds		865,317	-	865,317	-
Corporate Bonds		611,359	-	611,359	-
Bonds Mutual Funds		426,714	-	426,714	-
Mutual Funds:					
Multi-Asset Fund - TIFF		8,518,363	8,518,363	-	-
Money Market Funds		252,257	252,257	-	-
Alternative Fund		103,799	103,799	-	-
	\$	15,423,893	\$ 13,520,503	\$ 1,903,390	\$ -
Liabilities:					
Annuity Payable	\$	18,693	\$ -	\$ 18,693	\$ -

9. Fair Value Measurements (Continued):

The following is a description of the valuation methodologies used for assets measured at fair value. There have been no changes in the methodologies used for the years ended June 30, 2024 and 2023.

Equity Securities: Valued at the closing price reported on the security's respective stock exchange.

Mutual Funds: Valued at the daily closing price as reported by the fund. Mutual funds held by the Organization are registered with the Securities and Exchange Commission. These funds are required to publish their daily net asset value (NAV) and to transact at that price. The mutual funds held by the Organization are deemed to be actively traded.

Fixed Income Securities - Corporate Bonds, Bond Mutual Funds, Government Bonds, and Mortgage Backed Securities: Valued using pricing models maximizing the use of observable inputs for similar securities. This methodology included basing value on yields currently available on comparable securities of issuers with similar credit ratings. When quoted prices are not available for identical or similar bonds, the bond is valued under a discounted cash flow approach that maximizes observable inputs, such as current yields of similar instruments, but includes adjustments for certain risks that may not be observable, such as credit and liquidity risks or a broker quote if available.

Annuity Payable: Valued based on actuarial assumptions and is discounted based upon the present value.

The preceding methods described may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, although the Organization believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

10. Line of Credit:

The Organization is party to a revolving line of credit agreement with a bank for maximum borrowings of \$500,000, which matures on September 30, 2025, as amended. The line of credit bears interest at the Wall Street Journal prime rate, subject to a floor of 3.25% (8.50% at June 30, 2024), and is collateralized by a security interest in deposits and other property in the possession of the bank. As of June 30, 2024 and 2023, the outstanding balance under the line of credit amounted to \$80,252 and \$132,752, respectively.

The line of credit requires certain nonfinancial and financial covenants, with which the Organization was in compliance as of June 30, 2024 and 2023.

11. Net Assets with Donor Restrictions:

Net assets with donor restrictions as of June 30, 2024 and 2023 consist of the following:

	<u>2024</u>	<u>2023</u>
Subject to Expenditure for Specified Purpose:		
Other Programs	\$ 55,184	\$ 41,642
Book Purchases	11,459	8,647
Total Purpose Restrictions	<u>66,643</u>	<u>50,289</u>
Subject to Spending Policy and Appropriation Guidelines:		
Investment in Perpetuity (Including Amounts above Original Gift Amounts of \$4,260,656 and \$3,948,069, Respectively):		
General - Operations	3,108,813	2,796,173
Book Purchases	1,445,697	1,269,469
Repairs and Maintenance	230,280	220,377
Scholarships	220,420	209,534
Art Acquisitions and Preservations	138,404	111,020
Total Subject to Spending Policy and Appropriation Guidelines	<u>5,143,614</u>	<u>4,606,573</u>
Total Net Assets with Donor Restrictions	<u>\$ 5,210,257</u>	<u>\$ 4,656,862</u>

Once appropriated, the unspent interest and dividends on investment in perpetuity is expendable to the specific purpose of the original gift.

12. Net Assets Released from Restriction:

Net assets were released from donor restrictions by incurring expenses satisfying the restricted purposes specified by donors or by the passage of time. Net assets released from restriction during the years ended June 30, 2024 and 2023 consist of the following:

	<u>2024</u>	<u>2023</u>
Children's Room	\$ 92,371	\$ 44,635
Capital Campaign	-	7,884,064
Scholarships	-	23,125
	<u>\$ 92,371</u>	<u>\$ 7,951,824</u>

13. Related Party Transactions:

The Organization's purpose is to own and maintain the library buildings and properties located in the Town of Concord, Massachusetts (the Town). The employees providing the various services necessary to run the library are provided by the Town. As the Organization's articles of incorporation do not require the Organization to provide these services, the fair value of these services is not recorded in the Organization's statements of activities.

14. Annuity Payable:

The annuity payable is valued based on actuarial assumptions and is discounted at a rate of 3.6%. The changes in annuity payable for the years ended June 30, 2024 and 2023 are as follows:

	2024	2023
Balance at Beginning of Year	\$ 18,693	\$ 19,935
Payments to Annuitant	(4,092)	(4,092)
Change in Fair Value of Annuity Payable	2,911	2,850
Balance at End of Year	17,512	18,693
Less: Current Portion of Annuity Payable	4,092	4,092
Annuity Payable, Net of Current Portion	<u>\$ 13,420</u>	<u>\$ 14,601</u>

15. Concentrations:

As of June 30, 2024 and 2023, contributions receivable from four and three donors represented approximately 85% and 62%, each respectively, of the Organization's total contributions receivable.

16. Indemnifications:

In the ordinary course of business, the Organization enters into various agreements containing standard indemnification provisions. The Organization's indemnification obligations under such provisions are typically in effect from the date of execution of the applicable agreement through the end of the applicable statute of limitations. The aggregate maximum potential future liability of the Organization under such indemnification provisions is uncertain. As of June 30, 2024 and 2023, no amounts have been accrued related to such indemnification provisions.

12. APPENDICES:

Appendix A: Henry David Thoreau Papers Finding Aid

- https://concordlibrary.org/special-collections/fin_aids/HDT

Appendix B: Resumes

- Anke Voss, Curator, William Munroe Special Collections, Concord Free Public Library
- Jessie Hopper, Assistant Curator, William Munroe Special Collections, Concord Free Public Library

Appendix C: Vendor Estimate

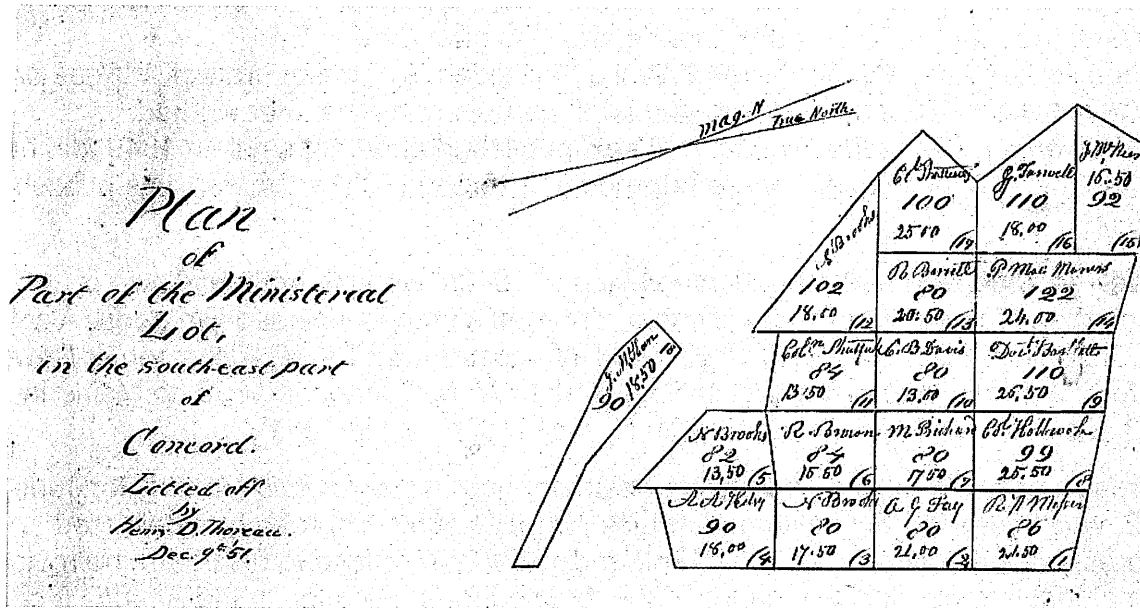
- [NEDCC](#)

Appendix D: Letters of Support

- Robert Thorson, Professor of Earth Sciences, University of Connecticut (forthcoming)
- Neill Fotheringham, GIS Program Manager, Town of Concord (forthcoming)
- John Kucich, President of the Thoreau Society, Professor of English at Bridgewater State University (forthcoming)

Appendix A - Henry David Thoreau Papers Finding Aid

HENRY DAVID THOREAU PAPERS, 1836-[1862]
Vault A35, Thoreau, Unit 1



SURVEY #90a

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EXTENT: ca. 265 items + related photocopy, transcripts, and printed materials (one five-drawer flat storage unit for surveys, plus two containers)

ORGANIZATION AND ARRANGEMENT: Organized into four series: I. **Surveys, 1846-1860**; II. **Survey-related notes, mss., etc., 1840-1861**; III. **Manuscripts, [1862], [n.d.]**; IV. **Correspondence, 1836, 1855, [n.d.]**. Surveys and most survey-related materials arranged according to Library-devised numbering system (by and large alphabetical by name of property owner).

BIOGRAPHY: American author, lecturer, naturalist, student of Native American artifacts and life, transcendentalist, land surveyor, and life-long resident of Concord, Mass. Active opponent of slavery and social critic.

Born July 12, 1817, son of Concord storekeeper and pencilmaker John Thoreau and Cynthia Dunbar Thoreau. Graduated from Harvard College and began keeping a journal--the source for much of his writing--in 1837. Taught public school in Concord briefly in 1837. Lecturer for Concord Lyceum from 1838. Sought (largely unsuccessfully) to publish pieces in periodicals from late 1830s. Travelled down Concord and Merrimack Rivers with brother John in 1839. Ran private school with John 1839-1841, John's illness and death putting an end to the enterprise. Lived in Emerson household 1841-1843. Tutored children of Emerson's brother William on Staten Island 1843-1844.

Returned to Concord and, in 1845, built house on Emerson's land at Walden Pond, where he lived from summer of 1845 until Sept., 1847. In summer of 1846, jailed overnight for non-payment of poll tax in protest against slavery. His piece "Resistance to Civil Government," reflecting this experience, was published in E.P.

Peabody's *Aesthetic Papers* in 1849. While at Walden, wrote first draft of *A Week on the Concord and Merrimack Rivers* and kept journals which he later worked into *Walden, or, Life in the Woods*. *A Week*, published at author's risk in 1849, did not sell and the remaining copies were returned to Thoreau (1853). *Walden* was published in 1854.

Actively took up land and property surveying in 1840s, working both for Town of Concord and for private property owners. Thoreau's friends included Emerson, Alcott, and Channing in Concord, H.G.O. Blake of Worcester, and Daniel Ricketson of New Bedford. Journeyed to Cape Cod in 1849 and 1853, to Canada in 1850, to Maine in 1853 and 1857, and to Minnesota (with Horace Mann, Jr.) in 1861.

Thoreau's essay "Walking," published posthumously in the *Atlantic Monthly* for June, 1862, was based largely on journal entries for 1850-1852. Thoreau had delivered lectures entitled "Walking" in 1851/1852 and 1856/1857. Close to his death, he revised his material in preparing the manuscript submitted for publication in the *Atlantic Monthly*.

Died of tuberculosis on May 6, 1862. Sister Sophia edited unpublished manuscripts, resulting in publication of several posthumous books--*Excursions* (1863), *The Maine Woods* (1864), *Cape Cod* (1865), *A Yankee in Canada* (1866). Emerson edited letters (*Letters to Various Persons*, 1865). H.G.O. Blake published four volumes based on selected journal entries (*Early Spring in Massachusetts*, 1881, *Summer*, 1884, *Winter*, 1888, *Autumn*, 1892). Thoreau biographer H.S. Salt and F.B. Sanborn edited poems (*Poems of Nature*, 1895). Complete works: Riverside Edition (1894); Walden Edition (1906); Princeton Edition (ongoing to date).

SCOPE AND CONTENT: Papers 1836-[1862], including 195 land and property surveys and maps (1846-1860), survey-related notes, manuscripts, etc. (1840-1861), other manuscript material ([1862] and [n.d.]), and correspondence (1836, 1855, and [n.d.]).

Surveys are primarily of land and property in Concord, Mass. (including three of Walden Pond). Collection also includes surveys of land in Acton, Bedford, Boxborough, Carlisle, Framingham, Haverhill, Lincoln, Littleton, and Stow, one well-known survey of the Concord River "from East Sudbury to Billerica Mills," and one of Eagleswood in Perth Amboy, New Jersey (done for Marcus Spring). Surveys include properties belonging to A. Bronson Alcott, Edward Carver Damon, Ralph Waldo Emerson, Francis R. Gourgas, Nathaniel Hawthorne, Edward S. Hoar, Samuel Hoar, Edmund Hosmer, John Hosmer, David Loring, the Concord Mill Dam Company, Abel Moore, John Brooks Moore, William Munroe, Daniel Shattuck, Samuel Staples, Cyrus Stow, the Town of Concord, and others. Most of the surveys are pencil or ink drafts; a few are finished products in ink. The sizes and dimensions of individual surveys vary considerably, the largest being the rolled river survey (38 x 233 cm.). Although not strictly a survey, Thoreau's

"Statistics of the Bridges Over Concord River, Between Heard's Bridge and Billerica Dam ... " is included in the survey collection, as are several traced or copied maps.

Survey-related notes, manuscripts, etc., include measurements and calculations, field notes, and other material generated by Thoreau in the preparation of his surveys. Thoreau used the manuscript volume he entitled *Field-Notes of Surveys Made by Henry D. Thoreau Since November 1849* (containing dated entries from 1849 to 1861, plus some material tipped or laid in) to record work done for various employers, measurements, expenses, and fees charged.

Manuscripts consist of [1862] publisher's manuscript of "Walking," published in *Atlantic Monthly* for June, 1862 (v. 9, no. 56; Borst D49) and later in the collection *Excursions* (first published in Boston by Ticknor and Fields, Oct., 1863; Borst A3.1) and two undated manuscript fragments or notes. The manuscript of "Walking" contains numerous deletions and emendations by Thoreau; portions of it are in the hand of Thoreau's sister Sophia. The original is accompanied by a complete photocopy, by a (1975) typed transcript by Thomas Blanding, and by photocopy of the piece as printed in the *Atlantic Monthly*.

Correspondence includes three letters to Thoreau: Robert Collyer to Mr. Thoreau, 22 May [18--]; Charles Wyatt Rice to Friend David, Brookfield, 1836 July 31 (referring to Thoreau's pursuit of "indian remains"); E[lizabeth] Oakes Smith to Henry Thoreau, Brooklyn, 1855 Feb. 14 (asking Thoreau to inquire about possibility of her lecturing on Margaret Fuller in Concord; this letter accompanied by typed transcript).

SOURCES OF ACQUISITION: Multiple:

Bulk of surveys and survey-related materials (including volume of field notes) deposited in Concord Free Public Library by Sophia Thoreau, 1874/75, bequeathed to Library by Sophia Thoreau, 1876/77.

Two surveys (unspecified) presented by Wallace A. Calef, 1899/1900.

Survey 90a presented by Mrs. Stedman Buttrick, Sr.

Receipt to Town of Concord presented by Dr. Randolph Piper, 1969.

Manuscript "Walking" presented by James T. Fields in honor of opening of Concord Free Public Library, Sept., 1873.

R. Collyer letter deposited by the Concord Antiquarian Society in 1971, converted to gift in 1974 (formerly CAS item no. D-2030)).

C.W. Rice and E.O. Smith letters purchased in 1992.

ITEMS AVAILABLE ON MICROFILM: Surveys, volume of field notes, and "Walking" manuscript available on microfilm, for use in Library.

PUBLICATIONS BASED ON USE OF MATERIAL:

Thoreau, Henry David. "Walking." *Atlantic Monthly*, v. 9, no. 56 (June, 1862), p. [657]-674 (piece printed from publisher's manuscript of "Walking" later presented to Library).
Moss, Marcia. *A Catalog of Thoreau's Surveys in the Concord Free Public Library* (Geneseo, N.Y.: Thoreau Society, 1976).

Cameron, Kenneth Walter. *Thoreau's Canadian Notebook and Record of Surveys* (Hartford, Conn.: Transcendental Books, c1967).

ASSOCIATED MATERIALS: Other significant collections of Henry David Thoreau manuscript material are found in the Houghton Library (Harvard University), the Abernethy Library (Middlebury College), the Berg Collection (New York Public Library), the Pierpont Morgan Library, and the Henry E. Huntington Library.

The Concord Free Public Library also holds a number of archival, manuscript, printed, and photographic collections relating to Thoreau.

NOTES/COMMENTS: One item (Robert Collyer letter) transferred from Letter File (formerly Letter File 1, C17), Mar. 1995. "Walking" manuscript accessioned (accession number 8581), Sept., 1873. Survey collection, volume of field notes, and "Walking" manuscript sent to NEDCC for various conservation/preservation treatments (dry cleaning, washing where possible, deacidification, encapsulation of surveys, microfilming, etc.), ca. 1975-1977 and 1997.

PROCESSING NOTE: Papers processed and cataloged through a grant from the National Historical Publications and Records Commission. Microfilm of field notes and surveys prepared at the Northeast Document Conservation Center, through a grant from the Massachusetts Board of Library Commissioners. Processed by DW (intern) and LPW; finding aid prepared 1/8/97, revised 1998, 1999.

CONTAINER LIST (COMPLETE ITEM-BY-ITEM LISTING OF COLLECTION)

Series I. Surveys, 1846-1860:

Note: The survey captions are Thoreau's own.

TO VIEW A SURVEY, CLICK ON THE SURVEY NUMBER

Permission must be obtained from the Concord Free Public Library to publish these images in any form, including electronic.

Survey number, title and date:

- 1 Acton/Concord Town Line ... [Sept. 15, 1851]
- 2a Plan of A. Bronson Alcott's Estate; Concord, Mass. ... Sept. 22, 1857
- 2b [Draft of 2a] Sept. 22, 1857

- 3 Plan of a Woodlot Near Flint's Pond in Lincoln, Mass. Belonging to Jacob Baker ... Apr. 23, 1852
- 4 Plan ... of a Small Woodlot in ... Concord--Belonging to Prescott Barrett ... June 10, 1859
- 5 Plan of a Part of Samuel Barrett's Woodlot Near Annursnack ... Dec. 6, 1851
- 6 Plan of a Piece of Woodland Belonging to the Estate of Caleb Bates Deceased ... Dec. 22, 1857
- 7a Plan of the Court House Grounds and Adjacent Lots ... June 13, 1850
- 7b Burying Ground Street ... July 1853
- 7c New Road Toward Bedford ... July 1853
- 7d Plan of the Town House Lot ... June 13, 1850
- 7e Profile View of the Third Section of the New Bedford Road ... [n.d.] (rolled survey)
- 7f [Untitled] (rolled survey)
- 7g Plan of the Bedford Road at Moore's Swamp (Between the Fences) ... May 3, 1859
- 7h [Draft of 7g] May 3, 1859
- 7i Plan of a New Road from the N.E. Burying Ground in Concord to William Pedrick's House ... July 1853
- 7j Plan of Sleepy Hollow from Plans Made by Cyrus Hubbard in 1836 & 1852 and the New Road Added by Henry D. Thoreau Feb. 1, 1854
- 9 Plan of the [Wyman/Goose Pond] Woodlot (so called) Belonging to Geo[rge] Heywood Concord Mass. ...Dec. 25, 1857
- 10 Plan of a Woodlot in the South Part of Concord Belonging to Abel Brooks ... Dec. 29, 1857
- 11 Plan of the Noah & Joshua Brooks Farm in Lincoln Mass. ... May 26-8-9-+31st, 1852
- 12 Plan of That Part of Thomas Brooks' Woodland in Lincoln Mass. Which was Burned Over in the Fall of 1857 ...June 5, 1858
- 13 J.P. Brown's Woodlot Sold to Wm Wheeler Dec. 19-21, [18]53
- 14a Plan of Woodland on Fair Haven Hill in Concord, Mass. Belonging to Reuben Brown ... Oct. 22, 1851
- 14b Mainly From Hub[bard]'s Plan of Brown's Farm ... [n.d.]
- 14c [Draft and notes for 14a; n.d., ca. Oct., 1851]

- 15 Plan of Woodland in Acton Belonging to Wm. D. Brown The Wood Chiefly White Pine Sold to Warner ...Apr. 12, [18]58
- 17 A Woodlot in Acton (South Part) Belonging to Stedman Buttrick Sold to Sumner Blood of Acton ...Apr. 18, [18]59
- 18 Plan of the Boundary Line Between Concord & Carlisle ... Dec. 1851
- 20 This Plan Represents a Part of the Homestead Farm of the Late General James Colburn Deceased ...Copy of Plan Made by Hubbard about 1830 ... Nov. 6, 1854
- 23 Measured Area of Concord, Carlisle, Lincoln, Boxborough, Acton, Littleton, Stow, Bedford for Rhodes ...Oct. 1, 1860
- 24a Plan of a New Street, from the Depot in Concord, Mass. to the Academy Lane, Through Land of Francis Monroe and Others ... March 1851
- 24b Plan Showing the Relation of a Proposed Street to the Depot and Neighboring Streets ... Sept. 1850
- 25a [Edward Damon factory site, May 6, 7, 13, 14, 1859]
- 25b-f [Rough drafts of Edward Damon's factory lot and other properties; 5 items; n.d.]
- 26a Plan of the McHard Lot (so called) Belonging to James H. Duncan Esq. Haverhill Mass. ...[Apr. 12-29, 1853]
- 26b Plan of the Little River Lot (so called) Belonging to James H. Duncan Esq. Haverhill Mass. ...[Apr. 12-29, 1853]
- 28 Plan of a Piece of Meadow in the Easterly Part of Concord Belonging to Mr Ellis ... Dec. 24, 1857
- 29a Plan of the Lee Farm (so called) Belonging to David Elwell Concord Mass. ... Dec. 30-31 & Jan. 1, [18]57. Var Jan. 7 ... Jan. 10
- 30 Plan of a Tract of Land Belonging to the Heirs of Nehemiah Emerson in Haverhill, Mass. ... May 1850 . [Note: Title amended from "Plan of a Part of the House Lot of the Hayes Farm ... "]
- 31a RWE [Ralph Waldo Emerson] Lot by Walden ... Dec. 1857
- 31b RWE's Woodlot by Walden ... [n.d.]
- 32 Moore & Hosmer's Lot by RRoad 1849-50
- 33 Plot of...Part of R.W.E. Woodlot and Meadow by Walden Pond Contained within the Lincoln Bounds ...March 1850
- 34 Plan of the Sawmill Woodlot (so called), Belonging to R. W. Emerson, Surveyed by Cyrus Hubbard and H. D. Thoreau in 1849 & 1850, Represented in One Plan by H. D. T. Nov. 7, 1854

- 35a Plan of the Goose Pond & Walden Pond Woodlots (so called) Belonging to the Heirs of John Richardson, Jr Esq ...Nov. & Dec. 1857
- 35b [Untitled; Goose Pond/Walden Pond area] Jan. 2, [18]58
- 35c Heirs of John Richardson R.T.S. [n.d.]
- 35d Goose Pond Lots R.T.S. [n.d.]
- 36 Plan of North Part of R.W.E. Woodlot Burned Last March ... Apr. 30, 1860
- 38 RWE's Land [n.d.]
- 38.5 Plan of Land on the Bedford Road Belonging to RWE ... Sept. 16, [18]59
- 40 This Plan Represents the Farm Belonging to Willard T. Farrar, Containing 43 Acres & 93(?) Rods, Copied from the Original of Plan Jan 1850 ...
- 41 Plan of the Farm Belonging to the Estate of Virgil Fuller (deceased) in the North Part of Concord, Mass. ...Dec. 16, 1852
- 42 Plan of Robert D. Gilson's Mill in Littleton Mass ... May 9, [18]57
- 43 Plan of Charles Gordon's Farm Concord Mass. ... Mar. 23, 1858
- 44 Plan of Land in Concord Mass., Conveyed by E.R. Hoar to F.R. Gourgas ... Apr. 30, 1853
- 45 Plan of a House Lot in Lincoln Mass. Belonging to Miss Maria Green ... Aug. 31, 1854
- 46 Plan of a Woodlot in W Part of Stow--Belonging to Mr.--Hale Surveyed for Turner Bryant & James Wood Jr.Jan. 18, [18]53
- 47 Plan of the Town of Lincoln in the County of Middlesex from Survey Made in 1830 by John G. Hale Fayette Street Boston [copy; n.d.]
- 48 Plan of Roads from J Hapgood's House to the Centre of Acton ... June 20, 1850
...
- 49 Plan of a Woodlot in Acton Mass. Belonging to Simon Hapgood ... Dec. 15, 1853
- 51a Plan of Nathaniel Hawthorne's Estate in Concord Mass. ... Aug. 20, 1860
- 51b [Draft for 51a; n.d.]
- 53 Plan of a Farm in Lincoln Mass. Belonging to Edward S. Hoar ... March 1860 (27 & 28) [Notation on reverse: "Snelling Farm, So[uth] Lincoln"]
- 54 Plan of Woodlots Belonging to to Samuel Hoar, of Concord, Mass., Surveyed by Henry D. Thoreau, Ap. 5, 1854 [two surveys on one side of one sheet of paper]: Plan of the Poplar Hill woodlot, (so called) in Concord & Carlisle, Belonging to Samuel Hoar of Concord, Mass.; Plan of the Hutchinson Woodlot (so called), in Carlisle, Mass., Belonging to Samuel Hoar of Concord, Mass.

- 55 Plan of the Boundary Line Between Land of Moses Prichard and Land of Joseph Holbrook on ... Main Street in Concord Mass. ... May 12, 1860
- 57 Plan of a Woodlot in Concord Mass. Belonging to Tilly Holden ... Dec. 9, 1854
- 58a Plan of a Woodlot in Acton, Mass., Belonging to Abel Hosmer of Concord, Mass. ... Apr. 4, 1854
- 58b [Draft of 58a] Apr. 4, 1854
- 59 Plan of a White Pine Woodlot Large Growth (Very Few Oaks) Belonging to Cyrus Hosmer ... Dec. 28, [18]57
- 60a Plan of Edmund Hosmer's Farm in Concord Mass. ... June 17, 18, & 21, 1851
- 60b [Copy of 60a on cloth] June 1851
- 60c [Draft of 60a] June 17, 18, & 21, 1851
- 61 Jesse Hosmer's Farm ... Spring of [18]50 [date from reverse of survey]
- 63a Plans of Wood & Meadow Lots in the Westerly Part of Concord Belonging to John Moore Enlarged from Plans Made by Cyrus Hubbard with Additions in Blue & Red Ink by H.D. Thoreau June 3 & 4, [18]56
- 63b Plans of Meadow and Wood Lots in the Westerly Part of Concord Belonging to John Hosmer Enlarged from Plans Made by Cyrus Hubbard (With Additions in Blue Ink) by Henry D. Thoreau June 1856
- 63c Moore & Hosmer Woodlots by Walden [n.d.]
- 64 Plans of Woodlot Belonging to John Hosmer ... Oct. 29, [18]59
- 65a Plans of a Road (a continuation of another road,) Leading from Land of Luther Hosmer, Near the Road to Sudbury, Through Land of James P. Brown, to the Marlboro Road, at Land of Thomas Wheeler ... May 3, 1851
- 65b [Draft of 65a] May 3, 1851
- 66 Plan of Silas Hosmer's House Lot, in Concord, Mass. ... May 15, 1852
- 68 A Plot of Abel Moore & John Hosmer's Woodlot 1842 (by Hubbard) ... Copied Dec. [18]57
- 69 Plan of Land in Haverhill Mass. Belonging to Elizabeth How ... Apr. 20-21, 1853
- 70 E. [Ebenezer] Hubbard Lot ... [n.d.]
- 71 Plan of Wood & Pasture Land, in the North part of Concord, Mass., Belonging to the Heirs of Humphrey Hunt ... Dec., 1852
- 72 Plan of T.F. Hunt's House Lot in Concord Mass. ... Oct. 17, 1853
- 74 Plan of the Kettell Farm (so called) in Concord Mass. Belonging to Samuel Staples ... Apr. 8 & 9, 1858

- 76a Plan of John Le Grosse's Farm in the North-West Part of Concord, Mass. ... Jan. 1853 [Note: Smaller plan inset upper left corner: "Woodland in Carlisle & Acton--Davis Lot"]
- 76b [Draft of 76a] Jan. 1853
- 76c [Draft of inset plan of Davis lot on 76a; n.d.]
- 77 Plan of a Tract of land at the Factory Village in the SW Part of Concord Belonging to Samuel Lees ... May 17, [18]59
- 78 Plan of Land Near the Factory Village, Concord, Mass. Owned by Thomas Lord ... Apr. 12, 1851
- 80a-g [Plans for a cow barn and stanchion to be built in Northboro; Dec. 16, 1850]:
- 80a [Cow Barn] West Side
 - 80b [Cow Barn] Ground
 - 80c [Cow Barn] South End
 - 80d [Cow Barn--north end?]
 - 80e [Cow Barn]
 - 80f Stanchions for Cows ...
 - 80g Stanchions for Cows ...
- 81a [Land Near Depot (Loring, Wheeler, etc.)], June 21, [18]52
- 81b Rough Plan of Land Near the Depot in Concord Mass. Belonging to David Loring
- 82 Plan of the House Lot of David Loring in Concord, Mass. ... Sep. 17, 1856
- 83 Plan of Land at End of Texas Street Belonging to D. Loring ... Sep. 13, 1856 (Note: Date amended from 1853)
- 84 George Loring--[plan for lead pipe machine] Sep. 15, [18]52
- 85a Plan of Land Owned by James McCafferty, in the East Part of Concord, Mass. ... March & April 1851
- 85b [Draft of 85a] March & April 1851
- 86 Plan of Land in Concord, Mass. Belonging to Barnard MacKay ... May 25, [18]52
- 87 Plan of Land on the Lowell Road in "Merrick's Pasture" formerly so called--Belonging to Daniel Shattuck ... Jan. 10, [18]57
- 88a Plan of Land and Buildings in Concord Mass. Belonging to the Milldam Company ... April 30, 1853 (Note: This plan also carries the date Oct. 31, [18]55)
- 88b Plan of the Same Premises with Additions in Nov. 1855 ... Oct. 31, [18]55
- 88c View of the North Side or Rear of the Buildings Oct. 31, [18]55
- 88d Land Belonging to the Mill Dam Company ... Apr. 30, 1853

- 89 Plan of the Ministerial Lot (so called) in the Southwest Part of Concord, Mass. ... Nov. 14 to 25, 1851
- 90a Plan of Part of the Ministerial Lot, in the Southeast Part of Concord ... Dec. 9, [18]51
- 90b [Draft of 90a] Dec. 9, [18]51
- 91 Plan of Geo. Minot's Land on the Mill Brook ... Aug. 30 & 31, 1860
- 92a Plan of a Piece of Land Near the Depot in Concord, Mass. Purchased by Francis Monroe ... Aug. 17, 1850
- 92b Plan of a Piece of land Near the Depot in Concord, Mass. Belonging to Francis Monroe & Others; With a Street Laid Out on the Same ... Aug. 1850
- 93a Plan of a Piece of Land in Concord Mass. Belonging to William Monroe Jr. ... Dec. 4, 1860
- 93b Plan of Land in Concord Mass. Belonging to William Monroe Jr. ... Dec. 1, 1860
- 94a Plan of John B. Moore's Farm Concord Mass. ... Feb. 1853
- 94b [Printed item] Plan of John B. Moore's Farm in Concord Mass. Surveyed by Henry D. Thoreau. To be Sold at Public Auction on the Premises on Thursday May 10th 1860 at 1 o'clock p.m. N.A. Thompson & Co. Auctioneers. Office Old State House, Boston.
- 94c Plan of John B. Moore's Farm ... Apr. 1860 [apparently the draft for printed plan 94b]
- 95 Plan of Land in Lincoln Mass. Belonging to Rufus Morse ... Aug. 17, [18]59
- 96 Copied from Warren Nixon's Plan Made for Bartlett June 27, [18]56 ...
- 97 Plan of a Woodlot in Lincoln Mass. Belonging to Schuyler Parks ... Apr. 12, 1854
- 99a Plan of Land in the Southwest Part of Concord Mass. Belonging to John Reynolds ... May 17, [18]53
- 99b Plan of John Reynolds' Premises, Concord Mass. ... March 17, 1854
- 102 Plan of Land in Lincoln Mass. Belonging to Wm Rice ... Jan. 20, 1858
- 103 Plan of a Woodlot in Lincoln & Waltham Belonging to the Heirs of John Richardson ... Nov. 12, [18]53
- 104 J. Richardson's Heirs Walden Pond Lot Dec. 2 & 3, 1857
- 105 Plan of the Fair Haven Woodlot (so called) Belonging to the Heirs of John Richardson Esq. ... Dec. 3 & 8, 1857
- 106 Rufus Morse [and] Heirs of John Richardson ... Dec. [18]57
- 107a Plan of Concord River from East Sudbury & Billerica Mills, 22.15 Miles, To be used on a trial in the S.J. Court, Sudbury & East Sudbury Meadow Corporation vs.

- Middlesex Canal, Taken by agreement of Parties, By L. Baldwin, Civil Engineer. Surveyed & Drawn by B.F. Perham. May 1834 [1859/1860] (rolled survey)
- 107b Statistics of the Bridges Over Concord River, Between Heard's Bridge and Billerica Dam, Obtained June 22, 23, & 24, 1859
- 108 Plan of Daniel Shattuck's Cottage House Lot on the Main Street in Concord Mass. ... June 19, 1850
- 109 Plan of the Cottage House Lot on Main Street, and a Lot on Monroe Street Belonging to Daniel Shattuck ... Oct. 6, 1856
- 110 Plan of a Woodlot in Concord Mass. Belonging to Daniel Shattuck ... Sept. 11, 1854
- 113 Plan of the Estate of Daniel Shattuck in Concord Mass. ... Sept. 29, 1860
- 114 Plan of House Lot Concord Mass. Belonging to Daniel Shattuck ... Nov. 13, 1860 (Notation on reverse in very faint pencil: "Daniel Shattuck's Land Monument Street ... ")
- 116 [For Marcus Spring] Eagleswood, Perth Amboy [N.J.] Nov. 1856
- 117 Plan of a Woodlot in the North Part of Framingham Mass. Belonging to Sarah Stacy ... Aug. 3, 1853
- 119 Plan of a Woodlot Near Walden Pond Belonging to Samuel Staples ... Dec. 8, [18]57
- 120 Plan of a Woodlot in the Southwesterly Part of Concord Belonging to Cyrus Stow ... Nov. 14, 1850
- 121a Plan of a Woodlot on Pine Hill, in the East Part of Concord Mass. Owned by Cyrus Stow ... Feb. 27 to March 3, 1851
- 121b Plan of a Woodlot Near Flint's Pond, Lincoln Mass. Belonging to Cyrus Stow ... May 9, [18]59
- 122 Plan of a Piece of Swamp Land in Bedford Mass. Belonging to Cyrus Stow of Concord ... Feb. 20 to 27, 1851
- 123 Plan of Land Owned by Cyrus Stow in Concord Mass. Divided into House Lots and a New Street ... Apr. 18, 1851
- 125a Plan of Cyrus Stow's Grounds, Concord Mass. ... Oct. 28, 1851
- 125b Stow's Yard Plan of Front Yard [n.d.; ca. Oct. 1851]
- 125c Front View of Fence [Stow's; n.d.]
- 126 Nathan & Cyrus Stow ... Jan. 12, 1858
- 127 Ground Plan of Louis A. Surette's Cemetery Lot ... March 31, [18]57
- 128 Plan of Meadow Land in Concord Mass. Belonging to Cyrus Temple ... Oct. 3, 1860

- 129 Plan of the Yellow House Lot, so called ... May 25, 1850
- 131 Plan of Augustus Tuttle's Farm, Concord Mass. ... Aug. 1853
- 132a Plan of a Woodlot in Lincoln Mass., Belonging to Augustus Tuttle ... June 21, 1855
- 132b [Draft of 132a] June 21, 1855
- 133a Walden Pond [1846]
- 133b Walden Pond [draft of 133a; 1846]
- 133c Walden Pond R.T.S. [n.d.]
- 135 Isaac Watts' Woodlot Nov. 1849
- 136 Plan of Land in Lincoln Mass., Belonging to Daniel Weston ... Aug. 17, 1852
- 137 Plan of Land in Lincoln Mass., Belonging to Daniel Weston ... Dec. 13, 1852
- 138 Plan of Land in Lincoln Mass., Belonging to Daniel Weston ... Dec. 17, [18]53
- 142a Texas Road [draft; June, 1852]
- 143 Plan of the "Davis Piece" (so called) in the S.W. Part of Concord Mass. Belonging to Thomas Wheeler ... Apr. 28, 1856
- 144 Plan of the "House Lot" of Thomas Wheeler Concord Mass. ... Apr. 30, 1856
- 145a Plan of the "Ox Pasture" (so called) Belonging to Thomas Wheeler Concord, Mass. ... May 5, [18]56
- 147 Plan of the Kimball Lot, (so called), Belonging to Charles White Esq., Haverhill, Mass. ... Apr. 1853
- 148 White Pond Feb. 17 [1851]
- 149 Plan of Cemetery Lots for Mrs. Whitman May 24, [18]56
- 150a Plan of Samuel A. Willis' House & Woodlot at the Factory Village Concord Mass. Surveyed by Henry D. Thoreau & William D. Tuttle May 6, 1859 & Apr. 25, 1864
- 150b [Draft of 150a] May 6, [18]59
- 152a Plan of the Road at the East Quarter School ... Nov. 9, 1855
- 152b [Draft of 152a]
- 152c [Draft of 152a]
- 153 [Unidentified; n.d.]
- 154 [Unidentified; n.d.]
- 155 [Unidentified; n.d.]

- 156a Canada East [n.d.] (Note: This and others among the following appear to be maps copied or traced by Thoreau)
- 156b [Untitled; a more detailed copy of 156a; n.d.]
- 157 [Cape Cod; n.d.]
- 158 Nantucket [n.d.]
- 159 Unidentified
- 160 Unidentified
- 161 Part of the Map "Americae sive novi orbis, nova descriptio" in "Ortelii Theatrum Orbis Terrarum," Antwerp, preface dated 1570 ... [copied] Sept. 17, [18]55
- 162 Norumbega et Virginia 1597 ... copied ... Sept. 17, [18]55
- 163 Road Between Acton Center & West Acton Nov. 27[?], [18]50
- 164 Acton Road [n.d.]
- 165 A Plan of the Public Lands in the State of Maine Surveyed under Instructions from the Commissioners & Agents of the State of Massachusetts and Maine..., Boston, 1835 [one section (that including Mount Katahdin) of a multi-sectional map]

Series II. Survey-Related Notes, Mss., Etc., 1840-1861:

Box 1, Folder 1

7k. Misc. notes on the new Bedford Road (relating to surveys 7a-7j), [n.d.]

Box 1, Folder 2

25g. Misc. notes for Damon properties (relating to surveys 25a-f), 1 item, 1860

Box 1, Folder 3

29b. Misc. notes for plan of Lee Farm (survey 29a), 1857

Box 1, Folder 4

31c. Misc. notes on Emerson properties (relating to surveys 31a-b)

Box 1, Folder 5

107c. Drafts and notes for "Statistics of the Bridges Over Concord River, Between Heard's Bridge and Billerica Dam ..." (survey item 107b), 3 items, 1859

Box 1, Folder 6

107d. Misc. notes for river survey (107a) and "Statistics of the Bridges ..." (107b), 1852, 1853, 1859, [n.d.] -- *Includes contemporary clipping relating to court case*

Box 1, Folder 7

107e. Correspondence, mostly concerning river survey (107a), 5 items, 1859, [n.d.]

Box 1, Folder 8

145b. Misc. notes for plan of "Ox Pasture" belonging to Thomas Wheeler (145a), 1856

Box 1, Folder 9

165. Misc. survey notes, approx. 48 items, 1840-1856, [n.d.]

Box 1, Folder 10

166. Ms. and letter fragments with survey notes, 5 items:

- "Moonlight is the best restorer of antiquity"
- "This process by which we get our coats is not what it should be"
- Draft of first part of letter [to H.G.O. Blake], 1856 Nov. (relating to survey 116, for Marcus Spring)
- Note by Walter Harding about the letter fragment, 1969 Aug. 8
- "But they did not all ... arrive in Dunstable ... "

Box 1, Folder 11

Field-Notes of Surveys Made by Henry D. Thoreau Since November 1849, ms. volume containing entries dated 1849-1861

Box 1, Folder 12

Receipts for payment for surveys, 2 items, 1852, 1861:

- 1852 June 10, to Nathan Brooks, for survey of "Farm in Lincoln Mass." [this receipt possibly removed from Nathan Brooks Family Papers prior to their processing in 1995/96]
- 1861 Nov. 20, to Town of Concord, for "inspecting the Stone Bridge, on the Main Stream" (*gift of Dr. Randolph Piper, May 5, 1969*)

SERIES III. MANUSCRIPTS, [1862], [n.d.]:

Box 2, Folder 1

"Walking", printer's manuscript for publication in *Atlantic Monthly* (v. 9, no. 56, June, 1862), [1862]

Box 2, Folder 2

Photocopy of manuscript "Walking"

Box 2, Folder 3

Typed transcript (1975) by Thomas Blanding from "Walking" manuscript in Concord Free Public Library

Box 2, Folder 4

Photocopy of printed piece "Walking" in *Atlantic Monthly* (v. 9, no. 56, June, 1862, p. [657]-674)

Box 2, Folder 5

Manuscript note, "In a low level upon ... a branch of Merrimack is seated Concord ... "

Box 2, Folder 6

Manuscript fragment and printed items removed from 1854 Smithsonian annual report

Series IV. Correspondence, 1836, 1855, [n.d.]:

Box 2, Folder 7

-Robert Collyer to Mr. Thoreau, Chicago, 22 May [18--] (**CAS D-2030j; formerly Letter File 1, C17**)

-Charles Wyatt Rice to Friend David, Brookfield, 1836 July 31; referring to Thoreau's pursuit of "indian remains" (*Purchased 1992 through the Bonnie Bracker Fund*)

-E[izabeth] Oakes Smith to Henry Thoreau, Brooklyn, 1855 Feb. 14 (plus typed transcript), asking Thoreau to inquire about possibility of her lecturing on Margaret Fuller in Concord (*Purchased 1992 through the Bonnie Bracker Fund*)

c1999-c2006 Concord Free Public Library, Concord, Mass.

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Appendix B: Resumes

ANKE VOSS
Concord Free Public Library
avoss@concordma.gov/978-318-3365

EDUCATION

- **University at Albany-SUNY, Albany, NY**
School of Information Science and Policy
M.L.S. (1993) Concentration: Archives and Preservation Management
- **University of Massachusetts at Amherst, Amherst, MA**
M.A. (1989) Fields of concentration: United States Political, Social, and Women's History
- **University of Massachusetts at Amherst, Amherst, MA**
B.A. (1986) Major: History

EXPERIENCE

The Concord Free Public Library, Concord, MA (October 2019 – present)

Curator of the William Munroe Special Collections

Responsible for the administration of Special Collections, including staff supervision, appraisal, accessioning, processing, reference service, exhibitions, programming and outreach, and special projects.

The Urbana Free Library, Urbana, IL (October 2005 – October 2019)

Director of Archives and Special Collections, and Facilities

Responsible for managing the administration of the Champaign County Historical Archives, including staff supervision, appraisal, accessioning, processing, reference service, exhibitions, programming and outreach, and special projects.

University of Illinois at Urbana-Champaign, School of Information Sciences (2006 - 2019)

Adjunct Lecturer

Courses: Administration and Use of Archival Materials; Community Archives.

Illinois Wesleyan University, Bloomington, IL (August 2000 - October 2005)

Archivist and Special Collections Librarian

Responsible for managing the administration of archives and special collections, including appraisal, accessioning, processing, reference service, exhibitions and programming, outreach, and special projects.

Rockefeller Archive Center, Sleepy Hollow, NY (February 1996 - July 1999)

Archivist/Preservation Officer

Managed preservation microfilming and digitization program, including the selection of materials for reformatting.

Palmer School of Library and Information, Long Island University, Brookville, NY (Spring 1999)

Adjunct Instructor

Course: Appraisal of Archives and Manuscripts

David Bishop Skillman Library, Lafayette College, Easton, PA (September 1994 - September 1996)

Project Archivist

Arranged and described the Hugh Moore Dixie Cup Company Collection, and the Robert and Helen Stevenson Meyner papers, including Helen Meyner's congressional papers and former Governor Robert Meyner's personal papers.

Margaret Sanger Papers Project, New York University, NYC (October 1990 - August 1994)

Assistant Editor, September 1993 - August 1994; Research Assistant, October 1990 - August 1993

Assisted the selection and preparation of approximately 50,000 Sanger documents in the Sophia Smith Collection, Smith College, and other national and international repositories for microfilming.

ANKE VOSS
Concord Free Public Library
avoss@concordma.gov/978-318-3365

SELECTED WORKSHOPS & CONTINUING EDUCATION

- Archives Leadership Institute, Berea College, Jun. 25 - Jul. 1, 2017
- Refining the Digital Presence of the Archives, Midwest Archives Conference, Sep. 26-27, 2013
- Scrapbooks: Care, Preservation, and Access, Midwest Archives Conference, Oct. 11-13, 2007
- Ethical Problem Solving: When Institutions Compete for Collections, Society of American Archivists, Nov. 5, 2003
- Workshop on the Use of Digital Image Technology for Preservation and Access, Cornell University, March 1996
- Institute for the Editing of Historical Documents, NHPRC, Madison, Wisconsin, Jun. 14-25, 1992

SELECTED GRANTS & AWARDS

- 2022 Town of Concord Community Preservation Act Grant
- 2018-2019 Institute of Museum and Library Services and Internet Archive - Community Webs Cohort
- 2013 Illinois State Historical Records Advisory Board – Preservation Grant
- 2009 Illinois State Library, LSTA - Digital Imaging Grant
- 2002 Illinois State Library, Educate & Automate - Digital Imaging Grant
- 1994 Theodore Calvin Pease Award. Society of American Archivists
- 1992 - 1993 Department of Education Fellowship in Preservation Administration

SELECTED PRESENTATIONS

- Panelist, “Alcott in the Archives: Utilizing Collections,” American Literature Association Conference, May 2023
- Panelist, “Community Webs: Empowering Public Librarians to Create Community History Web Archives,” Society of American Archivists, Annual Meeting, Aug. 14, 2018
- Panelist, “Lean In: Archival Management and the Gender Dynamics of Leadership,” Society of American Archivists, Annual Meeting, Aug. 14, 2014
- Panelist, “75 Years of International Women's Collecting: Legacies, Successes, Obstacles, and New Directions,” Society of American Archivists, Annual Meeting, Aug. 27, 2011
- Session Moderator, “Fundamental Change: Three Early SAA Feminist Leaders Reflect on the Profession’s Past and Present Challenges,” Society of American Archivists, Annual Meeting, Aug. 31, 2007

SELECTED PUBLICATIONS

- *Perspectives on Women's Archives: A Reader*. Tanya Zanish-Belcher and Anke Voss, Editors, Society of American Archivists, 2013
- *Emergency Response Planning in College Libraries*, CLIP Note #40. Marcia Thomas and Anke Voss, Compilers. Association of College & Research Libraries, American Library Association, Chicago, 2009
- Assistant Editor, *The Margaret Sanger Papers. Documents from the Sophia Smith Collection and college archives, Smith College* (Series 2). Bethesda, MD: University Publications of America, 1994
- “No Documents - No History: Mary Ritter Beard and the Early History of Women’s Archives,” *American Archivist*, Vol. 58 (Winter 1995)

SELECTED PROFESSIONAL SERVICE & AFFILIATIONS

Member, Concord250, Art, Literature and Music Subcommittee, 2022-present
Trustee, Ralph Waldo Emerson Memorial Association, 2023-present
Advisory Board Member, *Discover Concord Magazine*, 2022-present
Member, Concord Reformatory Prison Task Force, 2022-2024
Member, New England Archivists: Member, 2019-present
Member, Midwest Archives Conference: Member, 1999-2023
Member, Society of American Archivists: Member, 1994-present

Jessie Hopper

Concord Free Public Library
jhopper@minlib.net / 781-318-3343

PROFESSIONAL EXPERIENCE

Assistant Curator of Special Collections

January 2020 to Present

Concord Free Public Library, Concord, MA

40 Hours per week

- Managed extensive reference requests for both the general public and scholars via email, telephone, and in-person
- Created content for social media, newsletters, and proclamations
- Created exhibits for the online Omeka platform, in-house programs, and in conjunction with other arts organizations
- Supervised and instructed interns
- Managed collections management tasks in all areas of Special Collections
- Appraised and made recommendations for the acquisition of new materials for the collection
- Coordinated committee for the 150th-anniversary celebration of the Concord Free Public Library
- Created procedures and policies for digitization and local digital repository
- Served as liaison to affinity groups for promotion and development activities
- Delivered programs related to library history and Special Collections materials
- Worked with internal and external experts on preservation and conservation

Interim Archivist/Archives Assistant

August 2018 to December 2019

Framingham State University – Framingham, MA

20 Hours per week

- Created Policies and Procedures to better manage collections and processes within the Archives and Special Collections
- Processed and arranged collections according to SAA standards
- Created and revised finding aids for archival materials utilizing DACS for future conversion to EAD
- Created processing manual to manage ingest, accessioning, and processing of new collections, as well as coordination with donors and administrative staff to handle shipping and receiving
- Provided reference services to customers via email or in person.
- Created social media content reflecting collections
- Coordinated with Digital Repository team to create digital preservation policy, digitization workflow, transition to new repository software, and manage workflow for ingesting of new materials
- Cataloged books and serials for the Special Collections department
- Coordinated both in-house and external exhibits within the library as well as online exhibits using Omeka
- Created LibGuides for subject and application purposes
- Coordinated with multiple departments to develop exhibits and showcase student and archival materials

Journeyman Archivist

May 2017 to June 2017

Sheldon Museum & Cultural Center – Haines, AK

40 Hours per week

- Processed and arranged collections according to SAA standards, including a/v materials, maps, and objects in addition to paper and photographic materials, and corrected previous attempts at processing and housing collections
- Prepared and managed records within PastPerfect and created a numbering system for archival materials
- Created finding aids for archival materials utilizing Dublin Core metadata standard for future conversion to EAD
- Trained museum staff in archival processing and finding aid creation
- Consulted with museum staff on best practices for archives and records management
- Managed preservation efforts in archival collections through the purchase of proper materials and rehousing as well as training in preservation techniques
- Provided outreach on preservation topics to the community through public presentations on basic home preservation tasks
- Created workflow for future archival processing utilizing PastPerfect

Archival Assistant

April 2015 to December 2015

Atlanta Housing Authority - Atlanta, GA

40 Hours per week

- Processed and arranged collection according to SAA standards utilizing Archivist's Toolkit, including digital and a/v materials
- Managed local controlled vocabulary and metadata system based on DACS for archive
- Managed project to choose and implement new CMS for AHA, working with supplier, IT, and acquisition teams
- Provided reference services across the Agency as well as working with outside researchers to ensure optimal access within a restricted environment
- Coordinated team for the creation of archives disaster plan
- Facilitated communication of archival materials across multiple platforms, including internal blog, outreach presentations across the Agency, and an exhibit featuring AHA materials
- Managed traditional preservation tasks across the collection, including IPM, environmental monitoring, and rehousing
- Worked on records management tasks, including transfer, policy development, and destruction utilizing Microsoft Sharepoint

Student Archivist

February 2014 to July 2014

Oklahoma Department of Libraries - Oklahoma City, OK

16 hours per week

- Processed and arranged collections according to SAA standards, including the governor's collection
- Created finding aids for archival materials utilizing an established metadata scheme.
- We utilized multiple discovery systems to assist with reference questions for both professional and public users.
- Performed collection management tasks, including weeding and inventory of materials, as well as retrieving materials for public use
- Managed traditional library tasks, including reshelving, ILL, and customer service

Graduate Assistant/Student Archivist

August 2012 to June 2014

Ballets Russes Archives - Norman, OK

20 Hours per week

- Processed and arranged collections according to SAA standards at the item level

- Provided extensive reference services to patrons via email, phone, and in-person
- Utilized multiple CMS, including Content dM and Omeka, to create detailed records and expand controlled vocabulary
- Implemented workflows for intake of born-digital materials and for digitization of paper records
- Created archive policies, including collections, access, and deaccession
- Supervised student intern and graduate assistant in metadata management and workflow creation
- Managed preservation efforts and helped create a disaster plan for the archive
- Managed preservation grant, worked with preservation consultant, and completed required reports
- Created multiple finding aids utilizing EAD3 through Oxygen XML software and CSS guidelines
- Managed transfer of digital materials for international exhibition and coordinated team of faculty, IT, and archives staff
- Handled accession of new collections and managed documentation for gift agreements
- Created blog and Facebook posts to promote the archive and its collections, as well as writing an article for SAA Outlook on international exhibition and coordination

EDUCATION

Master of Library and Information Studies: Archives Track

The University of Oklahoma - Norman, Oklahoma

GPA: 4.0

Coursework in Management, Organization, and Technology in Information Environments

Master of Arts: History

University of Central Oklahoma - Edmond, Oklahoma

GPA: 3.86

Museum Studies Track

Bachelor of Arts: History

University of Oklahoma - Norman, OK

GPA: 3.89

Summa Cum Laude, Phi Beta Kappa

PROFESSIONAL DEVELOPMENT

New England Archivists

2020-present

Education Committee – June 2025-present

Library Juice Academy

Digital Curation Certificate – Completed September 2024

Digital Humanities and Race for Cultural Organizations Workshop

Spring 2024

Academy of Certified Archivists

2021-present

Digital Commonwealth Program – “Should It Stay or Should It Go”

May 2021

Archival Kismet Conference

April 2021

Presenter – “Alicia Keyes: New Paths to Beauty

Copyright First Responders Program

October 2019

Society of Georgia Archivists

2015-2017

Program Committee Member

- Worked with committee to determine theme, sessions, and speakers for annual SGA conference
- Coordinated with session members to manage documentation and materials
- Managed on-site technology and coordination for sessions during the conference

Appendix C: Vendor Estimate

NEDCC

NORTHEAST DOCUMENT CONSERVATION CENTER

100 Brickstone Square, Andover, MA 01810-1494
978-470-1010 • fax: 978-475-6021 • nedcc.org

September 5, 2025

Jessie Hopper, Curator
Concord Free Public Library
William Monroe Special Collections
129 Main Street
Concord, MA 01742

Dear Jessie,

This letter is to confirm NEDCC's commitment to provide digitization, conservation, and preservation services for the Concord Free Public Library's collection of Henry David Thoreau surveys of Concord and surrounding communities. NEDCC appreciates the Library's interest in working with us to preserve and expand access to these important historical resources.

The project's details, including digitization specifications, recommended conservation treatments, and rehousing approaches, are outlined in the attached proposal. While the proposal includes item-level costs for those services, an overview to facilitate project planning follows.

Service	Quantity	Cost
Conservation/Custom Housing for Damaged Surveys	3 surveys	\$11,075
Custom Housing for Oversized & Frequently Used Surveys	3 surveys	\$1,665
General Rehousing (Replace Tape Encapsulations)	195 surveys	\$6,450
High Resolution Digitization	200 surveys	\$7,535
Advanced Digitization for Faded Media	50 surveys	\$1,250
TOTAL		\$27,975

One cost not detailed above is additional insurance coverage under NEDCC's fine art policy while the collection is in our custody. If such insurance is requested, its cost would be calculated using the formula \$1 per \$1,000 of value per month, and the Library could assume up to 8 months of coverage for the purposes of budgeting, which will ensure enough time to complete all services. If the Library would prefer to insure the collection under its own policy, or forego insurance, please contact NEDCC's Registrar (Jonathan Goodrich, jgoodrich@nedcc.org) to discuss options and requirements.

Thanks again for your trust in NEDCC. We look forward to working with you to preserve the collection!

Sincerely,



Terrance D'Ambrosio
Director, Imaging Services

Attached: Detailed Imaging Proposal with Conservation Addendum

NEDCC

NORTHEAST DOCUMENT CONSERVATION CENTER

100 Brickstone Square, Andover, MA 01810-1494
978-470-1010 • fax: 978-475-6021 • nedcc.org

Concord Free Public Library
William Monroe Special Collections
129 Main Street
Concord, MA 01742

September 19, 2025
Project # 25-207_IP_rev1

Contact: Jessie Hopper, Curator
jhopper@minlib.net
(978) 318-3342

Objects

200 manuscript surveys
Artist/Author: Henry David Thoreau
Place/Date: mid-19th century
(see attached inventory for details)

Project Scope

Following accepted best practices, the purpose of our service is to create a faithful digital surrogate of reflective archival materials in their current condition. The surveys will be imaged using a medium format camera with flat field optics on our specialized workstations. Imaging will be performed following the Federal Agencies Digitization Guidelines Initiative (FADGI) *Technical Guidelines for Digitizing Cultural Heritage Materials* (2023) and the project specifications below.

Imaging with Non-Visible Light

Approximately 50 surveys were identified with illegible or minimally legible information, which may be due to media instability (e.g., fading iron gall ink), damage (e.g., abrasion), the natural consequences of aging (e.g., reduced contrast as paper ages), or a combination of the above. These surveys will be captured under ultraviolet (UV) and/or infrared (IR) light, which allows NEDCC to capture fluorescence from otherwise difficult-to-read media and thus improve the legibility of information.

Please note: NEDCC cannot guarantee that all candidates will benefit from non-visible imaging, given the number of variables that impact results, but it will make an effort to capture as much information as possible; to this end, images captured under non-visible light may be desaturated and/or their levels adjusted to further improve legibility.

Blank Pages/Versos

We will image the recto of each survey and the verso only when original information is present (~20 surveys).

Oversize Materials

Surveys larger than 14" x 20" will require an image size greater than ~10,500 x 14,000 pixels when imaged at 600 ppi and will be photographed on our custom X-Y table in multiple sections and stitched together in software during post-processing to reconstruct the whole document.

Targets

An Image Science Associates (ISA) Object-Level Target will be used as a photographic reference standard during the course of imaging reflective material. ISA Object-Level Targets include: 18 color patches of varying hues, saturations, and brightnesses; 12 spectrally neutral gray patches; vertical and horizontal slant edge targets for calculating spatial frequency response (SFR); and metric- and English-based rulers for scale and calculating optical resolution.

Cropping

Images will be cropped to include a small border around the edges of the object and to exclude the reference target.

Preservation Files

Format: TIFF
Spatial Resolution: 600 ppi at original size
Bit Depth: 16-bit
Color Profile: Adobe RGB 1998

Access Files

Format: JPEG
Spatial Resolution: 600 ppi at original size
Bit Depth: 8-bit
Color Profile: Adobe RGB 1998

Metadata

Technical metadata comprised of camera and software information will be embedded in the header of each TIFF file.

File Naming

Files will be named with a collection-level prefix and the corresponding survey number; images of versos will be appended with “v”.

Delivery Media

Files will be delivered on a USB drive.

Quality Control

All work will be performed under tight environmental control in the NEDCC imaging laboratory by highly-skilled professionals, and objects will remain in the NEDCC vault when not being imaged. NEDCC performs a 100% inspection of deliverables, done by Associate and Senior Photographers. All files will be backed up on NEDCC’s servers for six (6) months after project completion.

Conservation Treatment and Housing

The Library identified six surveys as candidates for conservation treatment and/or custom housings due to their condition/format/use. The Library also raised concerns over the collection’s existing housings, most of which are polyester encapsulations sealed with deteriorating double-sided tape that could cause damage. Please see the attached Conservation Addendum for detailed treatment and housing proposals.

Cost Summary

Project Scope – Imaging	<u>Total</u>
Project Set-Up	\$200

Preservation Files	\$7,235
Access Files	\$0
Imaging with Non-Visible Light	\$1,250
USB Drive	\$100
Transportation – via client pick-up	\$0
TOTAL – Imaging	\$8,785

Project Scope – Conservation

Overall Collection: Housing	\$6,450
Object 1 (Emerson House): Conservation/Housing	\$6,815
Object 2 (Survey 7e): Conservation/Housing	\$1,885
Object 3 (Survey 7f): Conservation/Housing	\$2,375
Object 4 (Survey 133a): Housing	\$370
Group 5 (Surveys 7c/7i): Housing – Rolled	\$1,295
TOTAL – Conservation	\$19,190

TOTAL for ALL **\$27,975**

Optional Service

Additional Insurance (indicate value in Terms, below) Yes ___ No ___ \$1/\$1,000/mo.

Terms & Conditions

It is understood and agreed between the parties to this agreement that the work may be halted should unexpected problems render the proposed scope and/or activities infeasible or more time-consuming than could be reasonably estimated. If this were to occur, modifications to the scope and/or activities may be proposed, and, after consultation with the Owner or Authorized Agent, a new estimate may be given to reflect revised specifications. **Estimates are valid for 12 months. Costs of shipping/handling and unframing/reframing services are additional. NOTE: one third of the total cost is payable upon approval.**

Pick-up or shipping/handling of objects shall be at Client's/Owner's expense and must occur within 90 days after either notification of completion of work or notification that objects associated with unapproved proposals must be picked up (or delivery effected). All charges for contracted services, including shipping/handling and insurance, must be paid prior to NEDCC releasing objects for return. **Storage fees of \$125.00 per month shall be charged after expiration of the 90-day period. In consideration for waiver of such storage charges, failure of Client/Owner to pick up (or effect delivery) within six months of a third notification or attempted notification by NEDCC by certified mail at Client's/Owner's last known address shall constitute transfer of title of objects to NEDCC.** Long-term arrangements for storage at a fee must be made by separate agreement to avoid such transfer of title. Client/Owner must inform NEDCC of any changes of address.

CLIENT'S/OWNER'S STATEMENT OF INSURANCE VALUE: Maximum liability limited to \$_____. Unless Owner's insurance policy provides standard "all risk perils" and Owner's insurance company sends NEDCC a waiver of subrogation, all objects left at NEDCC must be insured under NEDCC's policy at a rate of \$1.00 per month per \$1,000 of value. If no valuation is provided by Owner, an assignment of \$500 will be placed on the project for insurance coverage purposes.

THE UNDERSIGNED AGREES TO INDEMNIFY AND HOLD NEDCC HARMLESS FROM ALL CLAIMS AND DEMANDS FOR LOSS OR DAMAGE TO THE ABOVE OBJECTS HOWEVER OCCASIONED UNLESS DUE TO THE WILLFUL NEGLIGENCE OF NEDCC. IN NO EVENT SHALL NEDCC BE LIABLE TO ANY PARTY FOR ANY SPECIAL, PUNITIVE, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES.

NEDCC represents that it is not the Owner of objects that will be digitized and Client/Owner agrees that NEDCC is not responsible for any potential or real copyright infringement as a result of digitizing the objects. Compliance with copyright law is the sole responsibility of Client/Owner. NEDCC hereby conveys copyright, if any, in the digital objects to Client/Owner. The undersigned hereby grants permission to NEDCC to use the record of the proposed work, including imagery, for its educational programs.

AUTHORIZATION IS HEREBY GIVEN to the NORTHEAST DOCUMENT CONSERVATION CENTER to digitize and/or treat the above object(s). It is acknowledged that the undersigned has read and understands the proposal and all terms and conditions herein.

Requesting Institution's Agent

Date



September 19, 2025

Terrance D'Ambrosio, Director of Imaging Services, NEDCC

Date

P.O.# required? Yes No # _____

CONSERVATION ADDENDUM

Overall Collection

194 surveys

Artist/Author: Henry David Thoreau

Place/Date: mid-19th century

Dimensions: varied

Media: varied

Support: varied

Condition

Approximately 194 of 200 surveys were identified by the Library as being both in good condition and not requiring custom housing due to format/use. Approximately 35 of these surveys do not have individual housings, while approximately 160 are housed in tape-sealed polyester encapsulations. Of the encapsulated surveys, ~105 show evidence of adhesive migration (spreading beyond the tape carrier).

In general, NEDCC recommends removing any document in a tape-sealed encapsulation to avoid damage that results from contact with the adhesive, though this is even more critical if migration is occurring. Further, while an object can be digitized in an existing encapsulation, doing so necessarily impacts the resulting image quality. This is because the polyester filters light, creating a shift in both color and tone, and because any damage the polyester has incurred occludes light, reducing fidelity.

Recommended Housing

- Re/house surveys individually in new welded polyester L-sleeves; place small groups of sleeved surveys into new archival folders.
- During rehousing, reduce adhesive residue that has transferred to the surveys by using a crepe eraser, as possible; if residue cannot be fully removed mechanically, the tackiness of residual adhesive will be reduced with cellulose powder and/or isolated with silicone release paper.
- Specific rehousing conventions (e.g., groupings by size, labeling) will be determined in consultation with the Library following project approval.

Price – Overall Collection

- Recommended Housing: \$6,450

Object 1

survey map

Artist/Author: Henry David Thoreau

Place/Date: undated

Title/Subject: Emerson House and Lot on Lexington Road

Dimensions: 20 $\frac{5}{8}$ " x 15 $\frac{7}{8}$ "

Media: iron gall ink

Support: wove paper mounted to an acidic board

Signatures/Special Features: attached label at lower edge; graphite annotations present at the upper right and center

Current Condition

The survey is mounted overall to an acidic backing board that has become brittle with time. The paper is moderately discolored overall. The survey shows irregular staining and mottling overall but it is more extensive in the lower half of the piece and along the left and right edges. An annotation has been purposely removed resulting in an abrasion to the surface of the paper in the lower left quadrant. Scattered foxing and stains are present throughout. Minor tattering of the work is present along the edges. While the piece is very flat, faint evidence of folds and creasing are present throughout. Significant surface and embedded grime is present overall. A label has been attached at the lower edge

with a water soluble adhesive. Preliminary media testing indicates that the inks are stable in filtered water and that free iron ions are present.

Recommended Conservation Treatment Plan

- Provide written and photographic documentation of condition before and after treatment.
- Reduce surface soil using dry cleaning techniques as necessary.
- Remove framing label from recto mechanically and with the use of controlled moisture. Save for return to the client.
- Separate the object from its mount mechanically and with the use of controlled moisture as needed.
- After confirming that the media will permit aqueous treatment, humidify and wash in a filtered water bath or with filtered water and alcohol to clean the paper and reduce staining, discoloration, and acidity.
- If necessary, after carefully testing the iron gall ink and confirming the presence of free iron (Fe²⁺), perform a calcium phytate treatment to stabilize the iron gall ink followed by alkalization with calcium bicarbonate.
- Remove any backing remains and residual adhesive during the washing procedure as needed.
- Size the object with gelatin.
- Mend tears and reinforce areas of weakness with toned Japanese paper and wheat starch paste.
- Humidify and flatten between blotters under moderate pressure.
- Place in polyester film (Melinex) l-sleeve to reinforce and protect against dirt, handling, and atmospheric pollution.
- House in an archival folder sized to the object and sleeve.

Contingency for Backing Removal

We could not test for the chemical properties of the adhesive(s) used to mount the backing on your object because the verso of the object is inaccessible. To test the adhesive(s), we would need to begin the removal of the backing, which would essentially start the treatment. Consequently, we have included in the Cost Summary, below, a contingency for removing the backing. If we reach the contingency limit, we will call you to consult on whether to proceed further. Conversely, if we can remove the backing without expending the contingency, we will credit your final invoice for the unexpended amount.

Price – Object 1

- Recommended Treatment: \$5,270; Backing Removal Contingency: \$1,545; **TOTAL: \$6,815**
-

Object 2

survey map

Artist/Author: Henry David Thoreau

Place/Date: undated

Title/Subject: Profile View of the Section of the New Bedford Road [Survey 7e]

Dimensions: 5 ¼" x 43 ½"

Media: iron gall ink

Support: two sheets of wove paper

Current Condition

The survey is tightly rolled and does not remain open without assistance from weights. Approximately 6 inches in from the left side, two mirroring areas of damage are present at the upper and lower edges. Along the upper edge, the damage has resulted in a 2" long irregular complex tear. At the lower edge, it has resulted in a 2" x ½" loss. There is moderate surface dirt and embedded grime overall with most present at the left side and on the verso. Minor discoloration is present on the left side, likely from

environmental exposure. Where the pages are joined, there is a slight distortion of the paper from the overlap and adhesive applied.

Recommended Conservation Treatment Plan

- Provide written and photographic documentation of condition before and after treatment.
- Reduce surface soil using dry cleaning techniques as necessary.
- Mend tears and fill losses with Japanese paper and wheat starch paste.
- Lightly humidify and flatten between blotters and felts under moderate pressure for imaging.
- Re-roll the survey onto a 3" diameter archival tube and secure with a polyester wrapper.
- Construct an archival corrugated board box with interior furniture to house and protect the plan during transport and storage; label information will be sent to the client for approval.

Price – Object 2

- Recommended Treatment: \$1,885
-

Object 3

survey map

Artist/Author: Henry David Thoreau

Place/Date: undated

Title/Subject: Untitled [Survey 7f]

Dimensions: 7 ⁵/₈" x 63"

Media: iron gall ink, graphite

Support: three sheets of wove paper

Current Condition

The survey is tightly rolled and does not remain open without assistance from weights. The left most sheet has significant losses, complex tears, creasing, and tattering throughout, but it is mostly concentrated at the lower edge. The lower left corner and part of the left edge, an area that measures approximately 4" square, is completely lost. A complex tear extends from one of the points of this loss and based on the direction and pattern it is likely that the rest of the edge will be separated if it is not handled carefully or stabilized. Tenting and creasing is beginning to form within the right most paper. There is moderate surface dirt and embedded grime overall with most present at the right side and on the verso. Minor discoloration is present on the right side, likely from environmental exposure. Where the pages are joined, there is a slight distortion of the paper from the overlap and adhesive applied.

Recommended Conservation Treatment Plan

- Provide written and photographic documentation of condition before and after treatment.
- Reduce surface soil using dry cleaning techniques as necessary.
- Mend tears, reinforce creases, and fill losses with Japanese paper and wheat starch paste.
- Lightly humidify and flatten between blotters and felts under moderate pressure in preparation for imaging.
- Re-roll the survey onto a 3" diameter archival tube and secure with a polyester wrapper.
- Construct an archival corrugated board box with interior furniture to house and protect the plan during transport and storage. If selected, label information will be sent to the client for approval.

Price – Object 3

- Recommended Treatment: \$2,375
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Object 4

survey map

Artist/Author: Henry David Thoreau

Dimensions: 16" x 21"

Media: iron gall ink

Place/Date: 1846
Title/Subject: Walden Pond [Survey 133a]

Support: wove paper
Housing: three-sided l-sleeve

Current Condition

This item has been previously treated, as evidenced by the lining, and is in stable condition. No treatment is currently recommended but a custom housing to facilitate access is proposed below.

Recommended Housing

- The object will be attached to a 100% cotton rag primary backing board with photo corners of MicroChamber paper and Filmoplast P90 archival tape.
- A neutral window mat made of 100% cotton rag board will be cut and hinged to the primary backing board with linen tape.
- A cover board of 100% cotton rag will be attached to the front for protection of the object along with a polyester slip sheet.

Price – Object 4

- Recommended Housing: \$370

Group 5

2 survey maps
Artist/Author: Henry David Thoreau
Place/Date: 1853
Title/Subject: New Road toward Bedford [Survey 7c] & Plan of a New Road from the N.E. Burying Ground in Concord to William Pedrick's [Survey 7i]

Dimensions: maximum size 15" x 47 1/2"

Current Condition

Items are housed folded in polyester encapsulations sealed with double-sided tape. The items have come in contact with adhesive that has migrated from the tape carrier. Continued contact with the adhesive will cause damage.

Recommended Housing

- Place surveys in locking polyester film (Melinex) sleeves to reinforce and protect against dirt, handling, and atmospheric pollution.
- Roll surveys individually onto archival tubes (minimum 6" diameter); secure with twill cotton tape.
- Construct an archival corrugated board box for each rolled survey (two boxes); suspend tubes within the boxes using custom-fitted interior furniture; label information will be sent to the client following approval.

Price – Group 5

- Recommended Housing: \$1,295

Cost Summary

Proposed Service

Overall Collection: Housing	(Please check.) Yes <input type="checkbox"/> No <input type="checkbox"/>	\$6,450
Object 1 (Emerson House): Conservation/Housing	Yes <input type="checkbox"/> No <input type="checkbox"/>	\$6,815

Object 2 (Survey 7e): Conservation/Housing	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$1,885
Object 3 (Survey 7f): Conservation/Housing	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$2,375
Object 4 (Survey 133a): Housing	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$370
Group 5 (Surveys 7c/7i): Housing	Yes <input type="checkbox"/>	No <input type="checkbox"/>	\$1,295
TOTAL			<u>\$19,190</u>

NOTE: Please select "Yes" or No" above to acknowledge proposed treatment/housing and return to Page 4 to approve digitization and conservation treatment/housing.

Henry David Thoreau Surveys Digitization Project

Concord Free Public Library
 NEDCC Project #25-207_IP_rev1

Collection	ID	Title/Description	Date	Size	Location	Notes	Digitization Cost
H.D.Thoreau Papers	1	Acton/Concord Town Line	September 15, 1851	22" H x 30" w	Concord and Acton		\$75
H.D.Thoreau Papers	2A	Plan of A. Bronson Alcott's Estate	September 22, 1857	12.5" H x 21.5" W	Concord		\$75
H.D.Thoreau Papers	2B	Draft of Bronson Alcott's Estate	September 22, 1857	10" H x 13.5" W	Concord		\$5
H.D.Thoreau Papers	3	Plan of a Woodlot near Flint's Pond in Lincoln belonging to Jacob Baker	April 23, 1852	10.5" H x 14.5" W	Lincoln		\$5
H.D.Thoreau Papers	4	Plan of a Small Woodlot in Concord belonging to Prescott Barrett	June 10, 1859	10" H x 15.5" W	Concord		\$10
H.D.Thoreau Papers	5	Plan of a Part of Samuel Barrett's Woodlot near Annurack	December 6, 1851	7.5" H x 9.5" W	Concord		\$5
H.D.Thoreau Papers	6	Plan of a Piece of Woodland Belonging to the Estate of Caleb Bates Deceased	December 22, 1857	5" H x 8" W	???		\$5
H.D.Thoreau Papers	7a	Plan of the Court House Grounds and Adjacent Lots	June 13, 1850	19" H x 24" W	Concord		\$5
H.D.Thoreau Papers	7b	Burying Ground Street	July 1853	10" H x 16" W	Concord		\$75
H.D.Thoreau Papers	7c	New Road Toward Bedford	July 1853	15" H x 47.5" W	Concord	Folded in half; NEDCC Group 5	\$10
H.D.Thoreau Papers	7d	Plan of the Town House Lot	June 13, 1850	30" H x 21.5" W	Concord		\$75
H.D.Thoreau Papers	7e	Profile View of the Third Section of the New Bedford Road	N.D.	5.5" H x 43.5" W	Concord	Rolled Survey; NEDCC Object 2	\$75
H.D.Thoreau Papers	7f	Untitled	N.D.	8" H x 63" W	Concord	Rolled Survey; NEDCC Object 3	\$75
H.D.Thoreau Papers	7g	Plan of the Bedford Road at Moore's Swamp (Between the Fences)	May 3, 1859	16" H x 22" W	Concord		\$75
H.D.Thoreau Papers	7h	Draft of Tg	May 3, 1859	15" H x 23.5" W	Concord		\$75
H.D.Thoreau Papers	7i	Plan of a New Road from the N.E. Burying Ground in Concord to William Padrick's House	July 1853	11" H x 29" W	Concord	Folded in half; NEDCC Group 5	\$75
H.D.Thoreau Papers	7j	Plan of Sleepy Hollow from Plans made by Cyrus Hubard in 1836 & 1852 and the New Road Added by Henry D. Thoreau	February 1, 1854	24" H x 30" W	Concord		\$75
H.D.Thoreau Papers	9	Plan of the (Wyman/Goose Pond) Woodlot (so called) Belonging to George Hay Wood	December 25, 1857	15.5" H x 10" W	Concord		\$10
H.D.Thoreau Papers	10	Plan of a Woodlot in the South Part of Concord Belonging to Abel Brooks	December 29, 1858	8" H x 10" W	Concord		\$5
H.D.Thoreau Papers	11	Plan of the Noah & Joshua Brooks Farm	May 26, 28, 29, & 31, 1852	20" H x 28" W	Lincoln		\$75
H.D.Thoreau Papers	12	Plan of that part of Thomas Brooks' Woodland which was burned over in the Fall of 1857	June 5, 1858	15" H x 23.5" W	Lincoln		\$75
H.D.Thoreau Papers	13	J.P. Brown's Woodlot sold to William Wheeler	December 19-21, [18]53	7.5" H x 9.5" W	Concord		\$5
H.D.Thoreau Papers	14a	Plan of Woodland on Fair Haven Hill belonging to Reuben Brown	October 22, 1851	14.5" H x 19" W	Concord		\$10
H.D.Thoreau Papers	14b	Mainly from Hub[band]s Plan of Brown's Farm	N.D.	15" H x 20" W	Concord		\$10
H.D.Thoreau Papers	14c	Draft and notes for 14a	N.D. Ca. Oct. 1851	9.5" H x 7.5" W	Concord		\$5
H.D.Thoreau Papers	15	Plan of Woodland in Acton belonging to Wm. D. Brown the Wood chiefly White Pine sold to Wamer	April 12, 1858	8" H x 6" W	Acton		\$5
H.D.Thoreau Papers	17	A Woodlot in Acton (South Part) Belonging to Stedman Buttrick Sold to Sumner Blood of Acton	April 18, 1859	8" H x 5" W	Acton		\$5
H.D.Thoreau Papers	18	Plan of the Boundary Line Between Concord & Carlisle	December 1851	10" H x 27.5" W	Concord, Carlisle		\$75
H.D.Thoreau Papers	20	This Plan Represents a Part of the Homestead Farm of the Late General James Colburn Deceased ... Copy of Plan made by Hubbard about 1830	November 6, 1854	15" H x 12" W	Concord?		\$10
H.D.Thoreau Papers	23	Measured area of Concord, Carlisle, Lincoln, Boxborough, Acton, Littleton, Stow, Bedford for Rhodes	October 1, 1860	19" H x 24" W	Concord, ... Bedford		\$75
H.D.Thoreau Papers	24A	Plan of a New Street, from the Depot in Concord, Mass to the Academy Lane, Through Land of Francis Monroe and Others	March 1851	16" H x 14" W	Concord		\$10
H.D.Thoreau Papers	24B	Plan Showing the Relation of a Proposed Street to the Depot and Neighboring Streets	September 1850	30" H x 21.5" W	Concord		\$75
H.D.Thoreau Papers	25A	Edward Damon Factory Site	May 6, 7, 13, 14, 1859	22" H x 30" W	West Concord		\$75
H.D.Thoreau Papers	25B	Rough Drafts of Edward Damon's factory Lot and other properties	N.D.	9.5" H x 7.5" W	West Concord		\$5
H.D.Thoreau Papers	25C	Rough Drafts of Edward Damon's factory Lot and other properties	N.D.	9.5" H x 7.5" W	West Concord		\$5
H.D.Thoreau Papers	25D	Rough Drafts of Edward Damon's factory Lot and other properties	N.D.	9.5" H x 7.5" W	West Concord		\$5
H.D.Thoreau Papers	25E	Rough Drafts of Edward Damon's factory Lot and other properties	N.D.	9.5" H x 7.5" W	West Concord		\$5
H.D.Thoreau Papers	25F	Rough Drafts of Edward Damon's factory Lot and other properties	N.D.	9.5" H x 7.5" W	West Concord		\$5
H.D.Thoreau Papers	26A	Plan of the Mohard Lot (so called) Belonging to James H. Duncan Esq. Haverhill Mass	N.D.	15" H x 15" W	West Concord		\$10
H.D.Thoreau Papers	26B	Plan of the Little River Lot (so called) Belonging to James H. Duncan Esq.	April 12-29, 1853	15" H x 24" W	Haverhill, MA		\$75
H.D.Thoreau Papers	28	Plan of a Piece of Meadow in the Easterly Part of Concord Belonging to Mr. Ellis	April 12-29, 1853	29.5" H x 23.5" W	Haverhill, MA		\$75
H.D.Thoreau Papers	29A	Plan of the Lee Farm (so called) Belonging to David Ellwell	December 24, 1857	8" H x 9.5" W	Concord		\$5
H.D.Thoreau Papers	30	Plan of a Tract of Land Belonging to the Heirs of Nehemiah Emerson in Haverhill MA	Dec 30 - 1 & Jan 1 1857 ...	21.5" H x 30" W	Concord		\$75
H.D.Thoreau Papers	31A	Ralph Waldo Emerson Lot by Walden	May 1850	19.5" H x 32.5" W	Haverhill, MA		\$75
H.D.Thoreau Papers	31B	RWE's Woodlot by Walden	December 1857	4.5" H x 7.5" W	Concord		\$5
H.D.Thoreau Papers	32	Moore & Hosmer's Lot by RRoad	N.D.	15.5" H x 12.5" W	Concord		\$10
H.D.Thoreau Papers	33	Plot of Part of RWE Woodlot and Meadow by Walden Pond Contained Within the Lincoln Bounds	1849-50	10" H x 16" W	Concord		\$10
H.D.Thoreau Papers	34	Plan of the Sawmill Woodlot (so called), Belonging to R.W. Emerson, Surveyed by Cyrus Hubbard and H.D. Thoreau in 1849 & 1850 ...	March 1850	20" H x 16" W	Concord		\$75
H.D.Thoreau Papers	35a	Plan of the Goose Pond & Walden Pond Woodlots (so called) Belonging to the Heirs of John Richardson. Jr Esq.	November 7, 1854	12" H x 15" W	Concord		\$10
H.D.Thoreau Papers	35b	Untitled - Goose Pond/Walden Pond Area	November & December 1857	19" H x 24" W	Concord		\$75
H.D.Thoreau Papers	35c	Heirs of John Richardson R.T.S.	January 2, 1858	19" H x 12" W	Concord		\$10
H.D.Thoreau Papers	35d	Goose Pond Lots R.T.S.	N.D.	19" H x 24" W	Concord		\$75
H.D.Thoreau Papers	36	Plan of North Part of R.W.E. Woodlot Burned last March	N.D.	24" H x 19" W	Concord		\$75
H.D.Thoreau Papers	38	RWE's Land	April 30, 1860	8" H x 10" W	Concord		\$5
H.D.Thoreau Papers	38.5	Plan of Land on the Bedford Road Belonging to RWE	N.D.	8" H x 12" W	Concord		\$5
H.D.Thoreau Papers	40	This Plan Represents the Farm Belonging to Willard T. Farrar, Containing 43 Acres and 93 Rods, Copied from the Original of Plan	September 16, 1859	7.5" H x 10" W	Concord		\$5
H.D.Thoreau Papers	41	Plan of the Farm Belonging to the Estate of Virgil Fuller (deceased) in the North Part of Concord	January 1850	21.5" H x 16" W	Concord		\$75
H.D.Thoreau Papers	42	Plan of Robert D. Gilson's Mill	December 16, 1852	18" H x 23" W	Concord		\$75
H.D.Thoreau Papers	43	Plan of Charles Gordon's Farm	May 9, 1857	10" H x 15.5" W	Concord		\$10
H.D.Thoreau Papers	44	Plan of Land in Concord, Conveyed by E.R. Hoar to F.R. Gourgas	March 23, 1858	24" H x 19" W	Concord		\$75
H.D.Thoreau Papers	45	Plan of a House Lot in Lincoln, MA belonging to Miss Maria Green	April 30, 1853	14" H x 14" W	Concord		\$10
H.D.Thoreau Papers	46	Plan of a Woodlot in W Part of Stow, Belonging to Mr. Hale Surveyed for Turner Bryant & James Wood Jr	August 31, 1854	14.5" H x 14.5" W	Lincoln, MA		\$10
H.D.Thoreau Papers	47	Plan of the Town of Lincoln in the County of Middlesex from Survey made in 1830 by John G. Hale Fayette St. Boston	January 18, 1853	11.5" H x 14.5" W	Stow, MA		\$10
H.D.Thoreau Papers	48	Plan of Roads from J Haggood's House to the Center of Acton	N.D.	28" H x 20" W	Lincoln, MA	Copy	\$75
H.D.Thoreau Papers	49	Plan of a Woodlot in Acton MA Belonging to Simon Haggood	June 20, 1850	21.5" H x 28" W	Acton		\$75
H.D.Thoreau Papers	51A	Plan of Nathaniel Hawthorne's Estate in Concord Ma	December 15, 1853	9.5" H x 7.5" W	Acton		\$5
H.D.Thoreau Papers	51b	Rough draft of 51a	August 20, 1860	13.5" H x 20" W	Concord	Survey notes attached on back	\$20
H.D.Thoreau Papers	53	Plan of a Farm in Lincoln MA Belonging to Edward S. Hoar	N.D.	9.5" H x 8" W	Concord		\$5
H.D.Thoreau Papers	54	Plan of Woodlots Belonging to Samuel Hoar, Surveyed by HDT - [Two Surveys on one side of one sheet of Paper]: Plan of the Poplar Hill ...	March 27 & 28m, 1860	23.5" H x 30" W	Shelling Farm, S.Lincoln, MA		\$75
H.D.Thoreau Papers	55	Plan of the Boundary Line Between Land of Moses Prichard and Land of Joseph Holbrook on Main Street in Concord	April 5, 1854	14.5" H x 24" W	Concord & Carlisle		\$75
H.D.Thoreau Papers	57	Plan of a Woodlot in Concord Mass Belonging to Tilly Holden	May 12, 1860	15" H x 23.5" W	Concord		\$75
H.D.Thoreau Papers	58a	Plan of a Woodlot in Acton MA belonging to Abel Hosmer	December 9, 1854	15" H x 24" W	Concord		\$75
H.D.Thoreau Papers	58b	Draft of 58a	April 4, 1854	15" H x 22" W	Acton MA		\$75
H.D.Thoreau Papers	59	Plan of a White Pine Woodlot Large Growth (Very Few Oaks) Belonging to Cyrus Hosmer	April 4, 1854	15" H x 22" W	Acton MA		\$75
H.D.Thoreau Papers	60a	Plan of Edmund Hosmer's Farm	December 28, 1857	8" H x 10" W	???	Notes on reverse	\$10
H.D.Thoreau Papers	60b	Copy of 60a on Cloth	June 17, 18, & 21, 1851	17.5" H x 22.5" W	Concord		\$75
H.D.Thoreau Papers	60c	Draft of 60a	June 1851	17.5" H x 22.5" W	Concord	Cloth	\$75
H.D.Thoreau Papers	61	Jesse Hosmer's Farm	June 17, 18, & 21, 1851	22.5" H x 17.5" W	Concord		\$75
H.D.Thoreau Papers	63a	Plans of Wood & Meadow Lots in the Westerly Part of Concord Belonging to John Moore Enlarged from Plans Made by Cyrus Hubbard w/ Additions ...	Sprn 1850	23.5" H x 18" W	Concord	Date on Reverse	\$75
H.D.Thoreau Papers	63b	Plans of Meadow & Wood Lots in the Westerly Part of Concord Belonging to John Hosmer Enlarged from Plans Made by Cyrus Hubbard w/ Additions ...	June 3 & 4, 1856	17" H x 15" W	Concord		\$10
H.D.Thoreau Papers	63c	Moore & Hosmer Woodlots by Walden	June 1856	21" H x 14" W	Concord	Two ink colors	\$75
H.D.Thoreau Papers	64	Plan of Woodlot Belonging to John Hosmer	N.D.	16" H x 10" W	Concord		\$10
H.D.Thoreau Papers	65a	Plan of a Road (continuation of another road) Leading from the Land of Luther Hosmer, Near the Road to Sudbury, Through Land of James P. Brown ...	October 29, 1859	8" H x 9.5" W	Concord	Notes on Reverse	\$10
H.D.Thoreau Papers	65b	[Draft of 65a]	May 3, 1851	17" H x 15" W	Concord		\$10
H.D.Thoreau Papers	66	Plan of Sias Hosmer's House Lot	May 3, 1851	16.5" H x 14" W	Concord		\$10
			May 15, 1852	14" H x 16" W	Concord		\$10

Henry David Thoreau Surveys Digitization Project

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H.D.Thoreau Papers	68	A Plot of Abel Moore & John Hosmer's Woodlot 1842 (by Hubbard)	Copied December 1857	8" H x 7" W	Concord		\$5
H.D.Thoreau Papers	69	Plan of Land in Haverhill Mass Belonging to Elizabeth How	April 20-21, 1853	20" H x 13.5" W	Haverhill, MA		\$10
H.D.Thoreau Papers	70	E. [Ebeneser] Hubbard Lot	N.D.	19" H x 21.5" W	Concord		\$75
H.D.Thoreau Papers	71	Plan of Wood & Pasture Land in the North part of Concord, MA, Belonging to the Heirs of Humphrey Hunt	December 1852	28" H x 16.5" W			\$75
H.D.Thoreau Papers	72	Plan of T.F. Hunt's House Lot in Concord MA	October 17, 1853	12" H x 24" W	Concord		\$75
H.D.Thoreau Papers	74	Plan of the Kettell Farm (so called) in Concord MA belonging to Samuel Staples	April 8 & 9, 1858	24.5" H x 15" W	Concord		\$75
H.D.Thoreau Papers	76a	Plan of John Le Grosse's Farm in the North-West part of Concord	January 1853	18.5" H x 13" W	Concord	Inset plan: Woodland in Carlisle/Acton -- Davis Lot	\$10
H.D.Thoreau Papers	76b	Draft of 76a	January 1853	23.5" H x 14.5" W	Concord	No inset plan	\$75
H.D.Thoreau Papers	76c	Draft of inset plan of Davis lot on 76a	N.D.	8.5" H x 8" W	Concord	Notes on reverse	\$75
H.D.Thoreau Papers	77	Plan of a Tract of land at the Factory Village in the SW Part of Concord belonging to Samuel Lees	May 17, 1859	9.5" H x 8" W	Concord		\$5
H.D.Thoreau Papers	78	Plan of Land Near the Factory Village, Concord, MA. Owned by Thomas Lord	April 12, 1851	21" H x 14" W	Concord		\$75
H.D.Thoreau Papers	80a	Plans for a cow bam and stanchion to be built in Northboro: Cow bam - West Side	December 16, 1850	16.5" H x 17" W	Northboro		\$10
H.D.Thoreau Papers	80b	Plans for a cow bam and stanchion to be built in Northboro: Cow bam - West Side	December 16, 1850	11" H x 17" W	Northboro		\$10
H.D.Thoreau Papers	80c	Plans for a cow bam and stanchion to be built in Northboro: Cow bam - South End	December 16, 1850	15.5" H x 11" W	Northboro		\$10
H.D.Thoreau Papers	80d	Plans for a cow bam and stanchion to be built in Northboro: Cow bam - north end?	December 16, 1850	14" H x 11" W	Northboro		\$10
H.D.Thoreau Papers	80e	Plans for a cow bam and stanchion to be built in Northboro: Cow bam	December 16, 1850	17" x 10.5" W	Northboro		\$10
H.D.Thoreau Papers	80f	Plans for a cow bam and stanchion to be built in Northboro: Stanchions for Cows	December 16, 1850	10" H x 11" W	Northboro	Notes on reverse	\$10
H.D.Thoreau Papers	80g	Plans for a cow bam and stanchion to be built in Northboro: Stanchions for Cows	December 16, 1850	11" H x 14" W	Northboro		\$10
H.D.Thoreau Papers	81a	Land near Depot (Loring, Wheeler, etc.	June 21, 1852	12" H x 19.5" W	Concord		\$10
H.D.Thoreau Papers	81b	Rough Plan of Land Near the Depot in Concord MA belonging to David Loring	N.D.	9.5" H x 7.5" W	Concord	Notes on reverse	\$10
H.D.Thoreau Papers	82	Plan of the House Lot of David Loring	September 17, 1856	21.5" H x 14.5" W	Concord		\$75
H.D.Thoreau Papers	83	Plan of Land at End of Texas Street Belonging to D. Loring	September 13, 1856	10" H x 8" W	Concord	Date amended from 1853	\$5
H.D.Thoreau Papers	84	George Loring - plan for lead pipe machine	September 15, 1852	16.5" H x 16" W	Concord?	Plan on reverse	\$75
H.D.Thoreau Papers	85a	Plan of Land owned by James McCafferty, in the East Part of Concord, MA	March & April 1851	16.5" H x 21.5" W	Concord		\$10
H.D.Thoreau Papers	85b	Draft of 85a	March & April 1851	14.5" H x 11" W	Concord	Notes on reverse	\$10
H.D.Thoreau Papers	86	Plan of Land in Concord, MA, Belonging to Barnard MacKay	May 25, 1852	15.5" H x 10" W	Concord		\$10
H.D.Thoreau Papers	87	Plan of Land on the Lowell Road in "Memick's Pasture" formerly so called - Belonging to Daniel Shattuck	January 10, 1857	15" H x 14.5" W	Concord		\$10
H.D.Thoreau Papers	88a	Plan of Land and Buildings in Concord MA Belonging to the Milldam Company	April 30, 1853	13.5" H x 14.5" W	Concord	Plan also carries the date October 31, 1855	\$10
H.D.Thoreau Papers	88b	Plan of the Same Premises with Additions in Nov. 1855	October 31, 1855	12" H x 15" W	Concord		\$10
H.D.Thoreau Papers	88c	View of the North Side or Rear of the Buildings	October 31, 1855	12" H x 14.5" W	Concord		\$10
H.D.Thoreau Papers	88d	Land Belonging to the Mill Dam Company	April 30, 1853	10" H x 8" W	Concord	Notes on Reverse	\$5
H.D.Thoreau Papers	89	Plan of the Ministerial Lot (so called) in the Southwest part of Concord, MA	November 14 to 25, 1851	14.5" H x 11.5" W	Concord		\$10
H.D.Thoreau Papers	90a	Plan of the Ministerial Lot, in the Southeast part of Concord	December 9, 1851	8" H x 15" W	Concord		\$10
H.D.Thoreau Papers	90b	Draft of 90a	December 9, 1851	13.5" H x 12" W	Concord		\$5
H.D.Thoreau Papers	91	Plan of George Minot's Land on the Mill Brook	August 30 & 31, 1860	7.5" H x 9.5" W	Concord		\$10
H.D.Thoreau Papers	92a	Plan of a Piece of Land Near the Depot in Concord, MA Purchased by Francis Monroe	August 17, 1850	23.5" H x 14.5" W	Concord		\$75
H.D.Thoreau Papers	92b	Plan of a Piece of land near the Depot in Concord, MA belonging to Francis Monroe & Others; With a Street Laid out on the Same	August 1850	28.5" H x 23.5" W	Concord		\$75
H.D.Thoreau Papers	93a	Plan of a Piece of Land in Concord MA belonging to William Monroe Jr	December 4, 1860	12" H x 14.5" W	Concord	Notes on reverse	\$10
H.D.Thoreau Papers	93b	Plan of Land in Concord MA belonging to William Monroe Jr.	December 1, 1860	10.5" H x 17.5" W	Concord		\$10
H.D.Thoreau Papers	94a	Plan of John B. Moore's Farm	February 1853	24" H x 30" W	Concord		\$75
H.D.Thoreau Papers	94b	Printed item - Plan of John B. Moore's Farm in Concord MA. Surveyed by Henry D. Thoreau. To be sold at Public Auction on the Premises ...	1860	17" H x 25" W	Concord	Printed on cloth	\$10
H.D.Thoreau Papers	94c	Plan of John B. Moore's Farm	April 1860	14" H x 20" W	Concord	Draft for printed plan 94b	\$75
H.D.Thoreau Papers	95	Plan of Land in Lincoln MA belonging to Rufus Morse	August 17, 1859	10" H x 15.5" W	Lincoln		\$10
H.D.Thoreau Papers	96	Copied from Wamen Nixon's Plan made for Bartlett	June 17, 1856	19" H x 24" W	Concord		\$75
H.D.Thoreau Papers	97	Plan of a Woodlot in Lincoln MA belonging to Schuyler Parks	April 12, 1854	15" H x 19.5" W	Lincoln		\$75
H.D.Thoreau Papers	99a	Plan of Land in the Southwest Part of Concord MA belonging to John Reynolds	May 17, 1853	14.5" H x 23" W	Concord		\$75
H.D.Thoreau Papers	99b	Plan of John Reynolds' Premises	March 17, 1853	24" H x 15" W	Concord		\$75
H.D.Thoreau Papers	102	Plan of Land in Lincoln MA belonging to William Rice	January 20, 1858	10" H x 8" W	Lincoln		\$75
H.D.Thoreau Papers	103	Plan of a Woodlot in Lincoln and Waltham Belonging to the Heirs of John Richardson	November 12, 1853	9.5" H x 8" W	Lincoln, Waltham		\$5
H.D.Thoreau Papers	104	J. Richardson's Heirs Walden Pond Lot	December 2 & 3, 1857	10" H x 8" W	Concord		\$5
H.D.Thoreau Papers	105	Plan of the Fair Haven Woodlot (so called) Belonging to the Heirs of John Richardson Esq.	December 3 & 8, 1857	11" H x 14.5" W	Concord	Pencil on cloth	\$10
H.D.Thoreau Papers	106	Rufus Morse and Heirs of John Richardson	December 1857	10" H x 8" W	Concord		\$5
H.D.Thoreau Papers	107a	Plan of Concord River from East Sudbury & Billerica Mills, 22.15 Miles, To be used on a trial of the S.J. Court. Sudbury & East Sudbury Meadow Corp. ...	1859/1860	15" H x 91" W	Concord	Ink on Canvas, Rolled map; Original in May 1834	\$75
H.D.Thoreau Papers	107b	Statistics of the Bridges over Concord River, Between Heard's Bridge and Billerica Dam	Obtained June 22-24, 1859	15" H x 32.5" W	Concord	Notes on reverse	\$75
H.D.Thoreau Papers	108	Plan of Daniel Shattuck's Cottage House Lot on Main Street	June 19, 1850	14.5" H x 12" W	Concord		\$10
H.D.Thoreau Papers	109	Plan of the Cottage House Lot on Main Street and a Lot on Monroe Street Belonging to Daniel Shattuck	October 6, 1856	12" H x 15" W	Concord		\$10
H.D.Thoreau Papers	110	Plan of a Woodlot in Concord Mass belonging to Daniel Shattuck	September 11, 1854	9" H x 15" W	Concord		\$10
H.D.Thoreau Papers	113	Plan of the Estate of Daniel Shattuck	September 29, 1860	20" H x 14" W	Concord		\$10
H.D.Thoreau Papers	114	Plan of House Lot in Concord MA belonging to Daniel Shattuck	November 13, 1860	20" H x 14" W	Concord	On rev. "Daniel Shattuck's Land Monument Street"	\$20
H.D.Thoreau Papers	116	For Marcus Spring	November 1856	22.5" H x 30" W	Eagleswood/Perth Amboy, NJ	Notes on Reverse	\$75
H.D.Thoreau Papers	117	Plan of a Woodlot in the North Part of Framingham, MA belonging to Sarah Stacy	August 3, 1853	15" H x 24" W	Framingham		\$75
H.D.Thoreau Papers	119	Plan of a Woodlot near Walden Pond Belonging to Samuel Staples	December 8, 1857	10" H x 8" W	Concord		\$5
H.D.Thoreau Papers	120	Plan of a Woodlot in the Southwesterly Part of Concord Belonging to Cyrus Stow	November 14, 1850	9.5" H x 7.5" W	Concord		\$5
H.D.Thoreau Papers	121a	Plan of a Woodlot on Pine Hill, in the East Part of Concord MA owned by Cyrus Stow	February 27 to March 3, 1851	16" H x 14" W	Concord		\$10
H.D.Thoreau Papers	121b	Plan of a Woodlot near Flint's Pond, Lincoln, MA, belonging to Cyrus Stow	May 9, 1859	10" H x 15" W	Lincoln		\$10
H.D.Thoreau Papers	122	Plan of a Piece of Swamp Land in Bedford MA belonging to Cyrus Stow of Concord	February 20 to 27, 1851	22" H x 14" W	Bedford		\$75
H.D.Thoreau Papers	123	Plan of Land Owned by Cyrus Stow in Concord MA, divided into House Lots and a New Street	April 18, 1851	21" H x 13.5" W	Concord		\$75
H.D.Thoreau Papers	125a	Plan of Cyrus Stow's Grounds	October 28, 1851	16" H x 20" W	Concord		\$75
H.D.Thoreau Papers	125b	Stow's yard plan of front yard	n.d., circa October 1851	11" H x 16" W	Concord	Reverse notes	\$20
H.D.Thoreau Papers	125c	Front view of Fence (Stow's)	n.d.	9" H x 16" W	Concord		\$10
H.D.Thoreau Papers	126	Nathan and Cyrus Stow	January 12, 1858	12" H x 19" W	Concord		\$10
H.D.Thoreau Papers	127	Ground Plan of Louis A. Surette's Cemetery Lot	March 31, 1857	10" H x 8" W	Concord		\$5
H.D.Thoreau Papers	128	Plan of Meadow Land in Concord belonging to Cyrus Temple	October 3, 1860	8" H x 9.5" W	Concord		\$5
H.D.Thoreau Papers	129	Plan of the Yellow House Lot	May 25, 1850	18" H x 16" W	Concord	Notes on reverse	\$75
H.D.Thoreau Papers	131	Plan of Augustus Tuttle's Farm	August 1853	18" H x 24" W	Concord		\$75
H.D.Thoreau Papers	132a	Plan of a Woodlot in Lincoln, MA belonging to Augustus Tuttle	June 21, 1855	10.5" H x 14" W	Lincoln		\$10
H.D.Thoreau Papers	132b	Draft of 132a	June 21, 1855	10.5" H x 14.5" W	Lincoln		\$10
H.D.Thoreau Papers	133a	Walden Pond	1846	16" H x 21" W	Concord	NEDCC Object 4	\$75
H.D.Thoreau Papers	133b	Draft of 133a - Walden Pond	1846	16" H x 21" W	Concord		\$75
H.D.Thoreau Papers	133c	Walden Pond R.T.S.	N.D.	15" H x 24" W	Concord		\$75
H.D.Thoreau Papers	135	Isaac Watts' Woodlot	November 1849	16" H x 10" W	Concord	Notes on reverse	\$20
H.D.Thoreau Papers	136	Plan of Land in Lincoln, MA, belonging to Daniel Weston	August 17, 1852	11.5" H x 16" W	Lincoln		\$10
H.D.Thoreau Papers	137	Plan of Land in Lincoln, MA, belonging to Daniel Weston	December 13, 1852	9" H x 19" W	Lincoln		\$10
H.D.Thoreau Papers	138	Plan of Land in Lincoln, MA, belonging to Daniel Weston	December 17, 1853	9" H x 18" W	Lincoln		\$10
H.D.Thoreau Papers	143	Plan of the "Davis Piece" (so called) in the S.W. part of Concord belonging to Thomas Wheeler	April 28, 1856	7.5" H x 11.5" W	Concord		\$5
H.D.Thoreau Papers	142a	Texas Road	June 1852	14" H x 17" W	??		\$10
H.D.Thoreau Papers	144	Plan of the "House Lot" of Thomas Wheeler	April 30, 1856	10" H x 8" W	Concord		\$5

Henry David Thoreau Surveys Digitization Project

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H.D.Thoreau Papers	145a	Plan of the "Ox pasture" (so called) belonging to Thomas Wheeler	May 5, 1856	6" H x 11" W	Concord		\$5
H.D.Thoreau Papers	147	Plan of the Kimball Lot (so called) belonging to Charles White Esq.	April 1853	20" H x 28" W	Haverhill, MA		\$75
H.D.Thoreau Papers	148	White Pond	February 17, 1851	20" H x 28" W	Concord		\$75
H.D.Thoreau Papers	149	Plan of Cemetary Lots for Mrs. Whitman	May 24, 1856	8" H x 10" W	Concord		\$5
H.D.Thoreau Papers	150a	Plan of Samuel A. Willis' House & Woodlot at the Factory Village Concord - Surveyed by Henry David Thoreau and William D. Tuttle	May 6, 1859 & April 25, 1864	13" H x 16.5" W	Concord		\$10
H.D.Thoreau Papers	150b	Draft of 150a	May 6, 1859	8" H x 11.5" W	Concord	Notes on reverse	\$10
H.D.Thoreau Papers	152a	Plan of the Road at the East Quarter School	November 9, 1855	14" H x 21.5" W	Concord		\$75
H.D.Thoreau Papers	152b	Draft of 152a	N.D.	7.5" H x 21.5" W	Concord		\$75
H.D.Thoreau Papers	152c	Draft of 152a	N.D.	7.5" H x 24" W	Concord		\$75
H.D.Thoreau Papers	153	Unidentified	N.D.	7.5" H x 6.5" W	Concord		\$5
H.D.Thoreau Papers	154	Unidentified	N.D.	14" H x 20" W			\$10
H.D.Thoreau Papers	155	Unidentified	N.D.	14.5" H x 24" W			\$75
H.D.Thoreau Papers	156a	Canada East	N.D.	12.5" H x 17.5" W		Appears to be copied or traced by Thoreau	\$10
H.D.Thoreau Papers	156b	Unfiled	N.D.	11" H x 14.5" W		More detailed copy of 156a	\$10
H.D.Thoreau Papers	157	Cape Cod	N.D.	14.5" H x 9.5" W		Appears to be copied or traced by Thoreau	\$5
H.D.Thoreau Papers	158	Nantucket	N.D.	7.5" H x 9.5" W		Appears to be copied or traced by Thoreau	\$75
H.D.Thoreau Papers	159	Unidentified	N.D.	21.5" H x 29" W			\$5
H.D.Thoreau Papers	160	Unidentified	N.D.	20" H x 28" W			\$75
H.D.Thoreau Papers	161	Part of the Map "Americae sive novi orbis, nova descriptio" in "Ortelii Theatrum Orbis Terrarum" Antwerp, preface dated 1570	September 17, 1855	7.5" H x 9" W		Copy	\$5
H.D.Thoreau Papers	162	Nurumbega et Virginia 1597	September 17, 1855	7.5" H x 9" W		Copy	\$5
H.D.Thoreau Papers	163	Road between Acton Center and West Acton	November 27, 1850	20" H x 28" W	Acton		\$75
H.D.Thoreau Papers	164	Acton Road	N.D.	23.5" H x 28.5" W	Acton?		\$75
H.D.Thoreau Papers	165	A Plan of the Public Lands in the State of Maine Surveyed under Instructions from the Commissioners & Agents ...	1835	30" H x 18" W		Section (w/ Mount Katahdin) of multi-sectional map	\$75
Damon Family Collection	B1 F18	Lot near railroad	Undated	7.25" H x 9.25" W		Has bill to Damon on same page	\$5
Nathan Brooks Papers	B40a	Plan of Lots sold on Heywood Lot	Undated	10" H x 15.5" W			\$10
Nathan Brooks Papers	B40a	Unidentified	Undated	10" H x 15.5" W			\$10
First Parish of Concord	FXLOV1	Ministerial Lot	November 14th to 25th, 1851	17.5" H x 12.5" W		Connected to folder w/ "Ministerial Lot" on front	\$10
First Parish of Concord	FXLOV2	Draft of ministerial lot	Undated	17.25" H x 11" W			\$10
Emerson Family Papers		Emerson House and lot on Lexington Road	Undated	20.5" H x 16" W			\$75
							<u>\$7,235</u>