

Florida State University Libraries Special Collections & Archives is excited to be partnering with the First Presbyterian Church of Tallahassee to help make their historical records more accessible to scholars, historians, and the public in our [Digital Library](#). It has been a joy to work with the church's Heritage Committee members to make this project a reality.

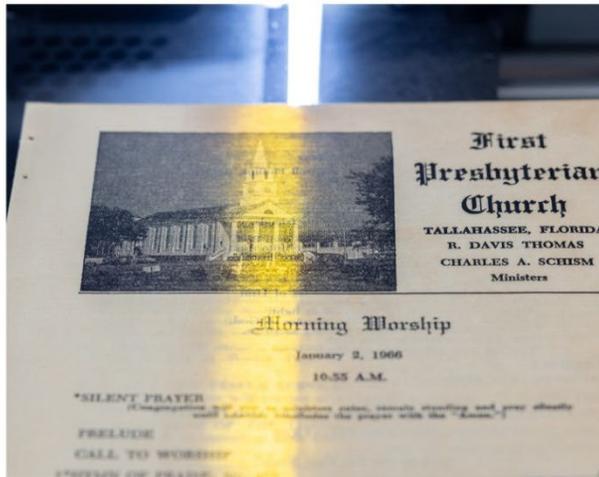
We met with the committee to select the first set of materials for digitization last spring. These included two scrapbooks, historical documents and publications from the Women's Auxiliary, church directories, and bound church bulletins from the 1940s-1970s. After picking up the items in May 2025, the team assessed the condition of the items as well as any potential copyright and privacy concerns. Through this process, we consulted with the committee about privacy concerns relating to the directories. As some church members still live at the same addresses and may not want their information available in the digital library, we decided not to digitize addresses and also determined that in order to fully capture and image the bulletins, they would need to be disbound as the binding was too tight and many of the folded programs were stapled into the binding, not allowing them to be opened. Our preservation librarian carefully disbound a total of 36 volumes.

1	Identifier	Title	Date	Page Count	Notes for DLC Staff	Digitized (Initials and Date)	Equipment Used	Edited (Initials)	E (I)
2	FSU_FirstPres_Bulletin_01021966	First Presbyterian Church Bulletin, January 2, 1966	1966-01-02	4	Load as a PDF with each page its own image in the PDF.	FH 12/01/2025	Expression 1200 FH		Fi
3	FSU_FirstPres_Bulletin_01091966	First Presbyterian Church Bulletin, January 9, 1966	1966-01-09	4	Load as a PDF with each page its own image in the PDF.	FH 12/01/2025	Expression 1200 FH		Fi
4	FSU_FirstPres_Bulletin_01161966	First Presbyterian Church Bulletin, January 16, 1966	1966-01-16	4	Load as a PDF with each page its own image in the PDF.	FH 12/01/2025	Expression 1200 FH		Fi
5	FSU_FirstPres_Bulletin_01231966	First Presbyterian Church Bulletin, January 23, 1966	1966-01-23	5	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi
6	FSU_FirstPres_Bulletin_01301966	First Presbyterian Church Bulletin, January 30, 1966	1966-01-30	4	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi
7	FSU_FirstPres_Bulletin_02061966	First Presbyterian Church Bulletin, February 6, 1966	1966-02-06	4	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi
8	FSU_FirstPres_Bulletin_02131966	First Presbyterian Church Bulletin, February 13, 1966	1966-02-13	4	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi
9	FSU_FirstPres_Bulletin_02201966	First Presbyterian Church Bulletin, February 20, 1966	1966-02-20	4	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi
10	FSU_FirstPres_Bulletin_02271966	First Presbyterian Church Bulletin, February 27, 1966	1966-02-27	4	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi
11	FSU_FirstPres_Bulletin_03061966	First Presbyterian Church Bulletin, March 6, 1966	1966-03-06	4	Load as a PDF with each page its own image in the PDF. Ignore duplicate.	FH 12/03/2025	Expression 1200 FH		Fi
12	FSU_FirstPres_Bulletin_03201966	First Presbyterian Church Bulletin, March 20, 1966	1966-03-20	4	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi
13	FSU_FirstPres_Bulletin_03271966	First Presbyterian Church Bulletin, March 27, 1966	1966-03-27	4	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi
14	FSU_FirstPres_Bulletin_04031966	First Presbyterian Church Bulletin, April 3, 1966	1966-04-03	4	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi
15	FSU_FirstPres_Bulletin_04071966	First Presbyterian Church Maundy Thursday Program	1966-04-07	4	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi
16	FSU_FirstPres_Bulletin_04101966	First Presbyterian Church Easter Bulletin, April 10, 1966	1966-04-10	4	Load as a PDF with each page its own image in the PDF.	FH 12/03/2025	Expression 1200 FH		Fi

Once the initial assessment of the materials was complete, the process of inventorying the items began. This process includes counting every item, every page in each item, and documenting the condition, special considerations for imaging, and digital item type that each item will receive in the system. Below is an example of the spreadsheet for the bulletin volumes.

Now the process of scanning and describing the items can begin. We use a project management system called FreedCamp to help the team keep track of where each part of the project is in the workflow and use spreadsheets to create descriptions. For the majority of the items in this collection, we used a large flatbed scanner to capture each page and then used Capture One software to view, crop, and straighten each image. Using a flatbed scanner ensures that we have more control over the lighting and handling of the items being scanned. So far, this project encompasses a total of 1950 unique items with 10,270 pages, which amounts to 514 hours of scanning, 103 hours of image processing and quality control, and

228 hours of metadata creation (description) for this first batch of items. Each of these items gets loaded into the Digital Library and checked by a second and third pair of eyes to ensure everything is displayed correctly. Now these items are searchable not only by their descriptions, but also through text extracted from the items using Optical Character Recognition (OCR) software. We were also able to provide new archival quality housing for these items to ensure the long-term stability of the physical materials.



We are thrilled that First Presbyterian Church of Tallahassee entrusted us to help preserve and make their history available to the public. Their contribution to the Digital Library adds to the story of Tallahassee that is already available there, and we are happy to continue our partnership to expand the collection over the coming years.

The collection can be viewed online in the FSU Libraries Digital Library at <https://repository.lib.fsu.edu/islandora/object/fsu:firstpresbyterianchurchcollection>

Home » Islandora Repository » FSU Digital Library

First Presbyterian Church

Permalink: <https://repository.lib.fsu.edu/islandora/object/fsu:1stpresbyterianchurchcollection>

Organized on November 4, 1832, First Presbyterian Church is one of the oldest congregations in Tallahassee. Its Greek revival sanctuary, completed in 1838, is the only church building still standing from Territorial days. From its beginning, the church has been involved in the life of Florida's capital city. The Territorial government designated the sanctuary as an official refuge in dangerous times, and to this day the church is a place for refuge, service, worship, study, and nurture. Several local service organizations got their start at First Presbyterian, including Habitat for Humanity and the Shelter of Leon County.

Some material in this collection originates from the late nineteenth and early twentieth century. It may contain outdated language about or depictions of bias of non-western peoples, cultural identities, and religious practices.

For more information, please visit the church website. Their collection is presented here as part of a partnership between Florida State University Libraries and the church to bring community collections online.

View All Items in Collection

Search this Collection

- Grid view
- List view



Bulletins



Historical Materials



Women's Auxiliary



Home » Islandora Repository » FSU Digital Library » First Presbyterian Church » Historical Materials

History First Presbyterian Church of Tallahassee 1952-1953 Scrapbook

View Pages

Permalink: https://par.lib.fsu.edu/ghw/FSU_First_Pres_WOC_Scrapbook_1952



Description	
Full Title	History First Presbyterian Church of Tallahassee 1952-1953 Scrapbook
Names	First Presbyterian Church (Tallahassee, Fla.) (Creator)
Description (Abstract)	Scrapbook containing newspaper clippings documenting events related to the First Presbyterian Church of Tallahassee and its members from 1952-1953.
Dates	1952 1953
Format	Scrapbooks
Extent	60 pages
Language(s)	English
Identifiers	FSU_First_Pres_WOC_Scrapbook_1952
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Rights Statement URI	http://rightsstatements.org/vocab/nc/1.0/
Topics	First Presbyterian Church (Tallahassee, Fla.)
Archival collection	First Presbyterian Church Collection
Physical location	First Presbyterian Church, Tallahassee, Florida.

In Collections