

## Evidence Explained: Citing History Sources from Artifacts to Cyberspace

St. John the Baptist Catholic Church (Cloutierville, Louisiana). “Baptisms of Free Negroes from A.D. 1847 to 1871.”

———. “Ecclesiastical Burials, A.D. 1847 to A.D. 1906.”

———. “Registre de la Chapelle de Cloutierville, No. 1, 1825–29.”

**Caution:** Do not enter these three-em dashes in your working Source List. If you do, then the automatic entry that your software makes in the Reference Note template will carry that three-em dash instead of the name of the author/creator. Some software will automatically create appropriate three-em dashes in Source Lists. Others will not. If yours does not, this should be one of the final editing tasks you perform before you create a copy for publication or distribution.

## ORIGINAL MATERIALS: BASIC FORMATS

### 7.12 Record Books, Archived Off-site

Many church registers have been removed to denominational archives or elsewhere for safekeeping, a situation that complicates their citation. By way of comparison: when the register is in the custody of the original church, you have two sets of details to cite:

- the details that identify the original register and its creator;
- the details that identify the specific entry.

When the register has been deposited elsewhere, you have another set of details to add:

- the information that identifies the archive.

Below, the first example uses a *church minute book*, rather than a sacramental register. Also called *vestry books* (by Anglicans and Episcopalians), *actes de fabrique* (by French Catholics), etc., these volumes generally focus on administrative affairs. History researchers typically consult them for records of admissions and dismissals, disciplinary actions, disputes within the congregation, financial matters, and membership lists. The second example uses a typical *sacramental register* where births, marriages, deaths, and confirmations are recorded.

#### **Source List Entry**

Second Congregational Church (Newport, Rhode Island). Record Book, 1725–1772. Newport Historical Society, Newport.

St. Mary’s Church (New Orleans, Louisiana). Marriage Book 3. Archives of the Catholic Archdiocese of New Orleans.

**First Reference Note**

1. Second Congregational Church (Newport, Rhode Island), Record Book, 1725–1772, p. 121; MS 836E, Newport Historical Society, Newport.

2. St. Mary’s Church (New Orleans, Louisiana), Marriage Book 3, p. 91, Guérin-Mailloux; Archives of the Archdiocese of New Orleans.

**Subsequent Note**

11. Second Congregational Church (Newport, R.I.), Record Book, 1725–1772, p. 121.

12. St. Mary’s Church (New Orleans), Marriage Book 3, p. 91.

**7.13 Record Books, Cited by Exact Title**

*See QuickCheck Models for* CHURCH BOOKS: NAMED VOLUME ...

When a church book has a distinctly worded title, that title should be copied precisely, with quotation marks around it. Older books may have very long titles or subtitles, in which case you may use just the leading words, so long as the set of words you choose are not identical with that of any other books of that church. Shortened titles must clearly differentiate between similarly named volumes in a series.

Both of the following examples treat the church as the author of the individual volume.

**Source List Entry**

*(When listing the collection)*

St. John the Baptist Catholic Church (Cloutierville, Louisiana). Parish Registers, 1825–1900. Parish rectory, Cloutierville.

*(When listing a specific record book)*

Uxbridge Monthly Meeting (Uxbridge, Massachusetts). “Book of Records for Epistles, Certificates, Testimonies of Denial and Acknowledgements [1783–1811].” New England Yearly Meetings of Friends, volume 135. Friends Historical Library, Swarthmore, Pennsylvania.

**First Reference Note**

1. St. John the Baptist Catholic Church (Cloutierville, Louisiana), “Registre de la Chapelle de Cloutierville, No. 1, 1825–29,” entry 176, baptism of Marie Lina Metoyer; parish rectory, Cloutierville.

2. Uxbridge Monthly Meeting (Uxbridge, Massachusetts), “Book of Records for Epistles, Certificates, Testimonies of Denial and Acknowledgements [1783–1811],” p. 24, disownment of Enoch Philips; New England Yearly Meetings of Friends, vol. 135; Friends Historical Library, Swarthmore, Pennsylvania.