To: Consultants utilizing the KHC Library for Historic Resource Site Checks

From: Craig Potts, Executive Director and State Historic Preservation Officer

Date: April 8, 2021

The Kentucky Heritage Council is dedicated to ensuring the health and well being of the public and our staff as we continue to follow the Governor's Healthy at Work protocols and find ways to make our site files more accessible for all of our constituents. As we enter the second quarter of 2021, a long-time goal and one of our main initiatives toward full accessibility is moving forward with digitization of our Historic Resource Library.

There are two phases of this work. During the first phase, all of the survey forms, National Register and active state and federal historic rehab tax credit files were moved off site in January. **These files will be available again in digital format in May or June**, so watch for updates on our website. We apologize for any inconvenience this may have caused.

The second phase of digitization will begin Monday, April 12 when additional library resources including survey reports and state level documentation **will be moved off site for processing**. For the rest of April this will limit the amount of information available for background research used in Section 106 projects. **If you have a project requiring detailed background research that would normally be handled through visiting the KHC library,** please contact Nick Laracuente, Site Protection Program Administrator, at [nicolas.laracuente@ky.gov](mailto:nicolas.laracuente@ky.gov). We will also be posting updates to this schedule on our website.

Because all of these materials will be off site for scanning, **the KHC library will remain closed through April**. We will post information for our consultants and to the public as soon as possible about how to access these digital files as they become available in a few weeks.

Apologies again for any inconvenience. Should you have questions, please do not hesitate to contact me at [craig.potts@ky.gov](mailto:craig.potts@ky.gov).