

COLLECTION MANAGERS COMMITTEE

NEWSLETTER

MARCH, 1989

TAM ANNUAL MEETING 1989

There are going to be many sessions at the 1989 TAM Annual Meeting in Beaumont which will be of particular interest to Collection Managers. April 12-15 are the scheduled dates and listed below are some of the sessions which you may want to attend.

WEDNESDAY, APRIL 12

PRE-CONFERENCE WORKSHOP 1:00-5:00 p.m.

Orientation to Museum Fundamentals: This workshop features current information on Museum Administration, Education, Exhibits, and Collections. Learn museum basics and get "how to" tips from TAM colleagues. Seasoned museum professionals may find this workshop a valuable refresher. After a brief group orientation, workshop participants may attend two sessions of their choice, each lasting one-and-one half hours.

Collections: Conservation sources, resources, and supplies; identification of artifacts; labeling, storage, and shipping; accessioning and deaccessioning; photodocumentation; and disaster management.

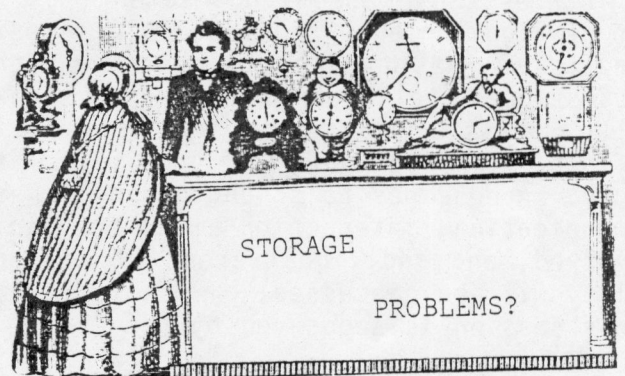
Chair: Keva Boardman, Exhibit Floor Manager, Institute of Texan Cultures, San Antonio.
Ken Perry, Director, Museum of the Big Bend, Alpine.
Kathy Roland, Curator of Collections, Fort Concho National Historic Landmark, San Angelo. (Acting Officer at Large of the CMC)

THURSDAY, APRIL 13

CONCURRENT SESSIONS I 9:00-10:15 a.m.

Conservation Surveys: Conservation surveys are a critical first step in defining a plan for the care of collections. What type of conservation survey does your museum need? How do you prepare for one? How do you get funding for surveys? These and other questions about conservation surveys will be discussed in detail by panel members, who are specialists in several conservation areas.

Chair: Mary Frederickson, Conservator, Canyon.
Gary Frost, Library Conservator, Book Lab, Austin.
Hugh Lenox Scott, Private Conservator, Houston.
Esther Schmidt-Siegfried, Conservator, Art Conservation Laboratory, San Antonio.



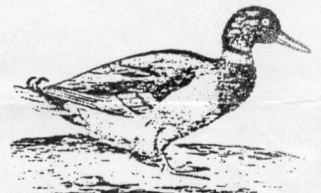
CONCURRENT SESSIONS III 3:30-4:45 p.m.

Collection Storage: An on-Site Case Study: The proper storage of collections is a primary but often neglected museum function. As a follow-up to last year's session about the new storage facility at the McFaddin-Ward House, the museum's staff will conduct an on-site workshop, beginning with a discussion over blueprints of how the building was planned, the collections space needs determined, and the building constructed. A detailed walk-through will follow, allowing questions to focus on how each of the museum's storage needs was addressed. Whether you are planning the construction of a new storage facility, the expansion of an existing area, or the most efficient use of existing space, this workshop should prove invaluable.

Chair: Gary N. Smith, Director, McFaddin-Ward House, Beaumont.
Sam Deleo, Assistant Curator/Registrar, McFaddin-Ward House.
Jessica Foy, Curator of Collections, McFaddin-Ward House.

FRIDAY, APRIL 14

CONCURRENT SESSIONS I 9:00-10:15 a.m.



Natural History Collections: Accessioning Dilemmas & Collection Responsibilities: Accessioning and cataloging, permit reporting, donor releases and receipt procedures are collection management processes common to all museum collections but which require special solutions for natural history collections. Curators and registrars must know applicable state and federal laws and be able to determine liability for natural history collections. Panelists will present case studies related to these issues and suggest solutions for general museums with natural history collections.
(This session is co-sponsored by the CMC.)

Chair: Sally Shelton, Natural History Conservator, Texas Memorial Museum, Austin.
Richard Casagrande, Keeper of Collections, San Antonio Museum Association (Acting Chair of the CMC)
Jane Deisler, Curator of Science and Education, Corpus Christi Museum.

CONCURRENT SESSIONS III
3:30-4:45 p.m.

What's It Worth?: The Appraising Dilemma: The relationships among museums, appraisers, donors, and the IRS have become increasingly important as values of donated materials have rapidly increased in recent years, and tax law appraising guidelines have become more defined. Yet issues such as conflict of interest and museum endorsement, as well as new government regulations, sometimes complicate the donation process and strain professional relationships. The speakers will address these issues by outlining and defining the responsibilities of each party. Approaches to strengthening lines of communication, interaction among the parties involved, and individual areas of responsibility will be discussed.
(This session is sponsored by the CMC)

Chair: Kim Peel, Registrar, San Antonio Museum Association.
Karen E. Carolan, Chief, Art Valuation Section, IRS, Washington, D.C.
Charles Carroll, Registrar, The Museum of Fine Art, Houston.
Dr. Jack McNeil, Surgeon, Beaumont.
Glen Skaggs, Private Appraiser, San Antonio.

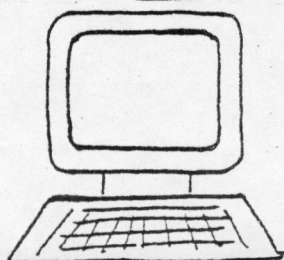
SATURDAY, APRIL 15

COLLECTION MANAGERS COMMITTEE BREAKFAST
8:00-9:00 a.m.
Please plan to attend this meeting as we will discuss several important agenda items related to the future of the CMC.

CONCURRENT SESSIONS I
9:00-10:15 a.m.

Computerization of Collections, Part I: In The Beginning: Do you have doubts about what the "experts" are telling you regarding computerization of your collections? Do you feel out of your league when discussing computers? If you answered "yes" to these questions, then we have the session for you. Two former computer consultants with non-profit museum experience will address the following questions. Should you computerize? Should you wait and, if so, for how long? What technology is available and for what cost? Whom do you need to contact to select and buy a system. What are the common pitfalls? This is your chance to get away from sales people and hackers and listen to some straight talk about a very complicated issue.

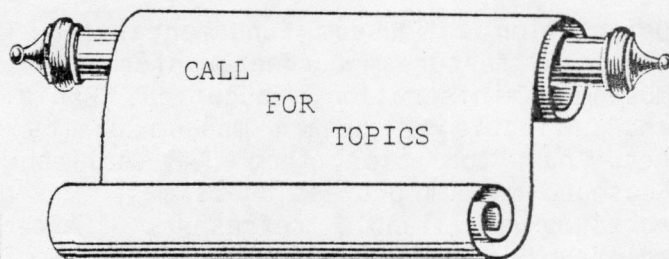
Chair: Kathy Roland, Curator of Collections, Fort Concho National Historic Landmark, San Angelo.
Terry Grose, Chief Assistant Curator of History, Fort Worth Museum of Science and History (Acting Treasurer of the CMC)
William Lowerson, Former Consultant and former Chairman of Business Division, Tarrant County Junior College, Fort Worth.



CONCURRENT SESSIONS II
10:30-11:45 a.m.

Computerization of Collections. Part II: Successful Studies/Demonstrations: As more museums of all sizes begin using computers for collection management, it is critical to examine the experience of institutions which have gone through the process for general standards that apply to any museum. Panelists from four museums which have successfully completed the process of review, selection, and installation of a computer system will be available to discuss and demonstrate their programs. The systems being demonstrated apply to a variety of museum disciplines and budgets.

Chair: Terry Grose, Chief Assistant Curator of History, Fort Worth Museum of Science and History
Peter Farnham, Registrar, Old City Park, Dallas County Historical Society
Floyd Geery, Museum Technician, 3rd Cavalry Museum, Fort Bliss, El Paso
Stephen Mann, Registrar, Dallas Museum of Art



CALL FOR TOPICS FOR ANNUAL MEETING 1990

At our Annual Meeting Breakfast, we will discuss possible topics for next year's meeting. Please come to the meeting with a list of topics so we can have sessions next year which continue to relate to the needs of Collection Managers. If you are unable to attend the Annual Meeting, please send your ideas to one of the officers so we can present them for you.

OPEN LETTER TO CMC MEMBERS

When the Collection Managers Committee was started our stated goals were to promote high standards of museum practices, exchange ideas, problems and solutions and distribute helpful information to other collection managers. CMC is barely a year old and we have already come a long way to fulfilling these goals: our quarterly newsletters are already being sent out to members, and CMC is sponsoring several sessions at the TAM annual meeting in Beaumont, as well as, co-sponsoring another.

As CMC gets more members (and more money) we will be able to expand and take on more ambitious projects. We would like to sponsor more sessions at the TAM annual meeting and help on the reprinting of a registrar's forms book. I think that we are off to a great start, but we will need the hard work, dedication and ideas and feedback of all CMC members.

Elaine Sullivan
Acting Secretary of CMC

CMC NOMINATING COMMITTEE

CMC would like to thank the members of the Nominating Committee for their work in arranging for CMC's first slate of officers for 1989. Thanks to Katie Johnson, Chair; James Bigley, Sam Daleo, Jr. and Sally Shelton.

SEND IN YOUR BALLOTS FOR CMC OFFICERS

The slate for officers for CMC 1989 are:

CHAIR:

Richard Casagrande, Keeper of Collections, San Antonio Museum Association

Mary K. Shannon, Director, Annie Riggs Museum, Fort Stockton.

VICE-CHAIR:

Lynn Castle, Curator, Museum of Southeast Texas, Beaumont

Jack Rutland, Director of Exhibitions and Collections, Dallas Museum of Art.

SECRETARY:

Mary E. Candee, Chief Curator, Texas Parks & Wildlife, Austin

Elaine Sullivan, Assistant Collections Manager, Texas Memorial Museum, Austin.

TREASURER:

Terry Grose, Chief Assistant Curator of History, Fort Worth Museum of Science & History

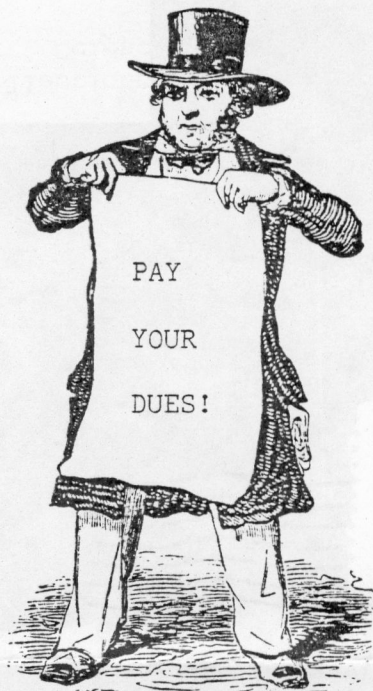
Eve Williams, Assistant Director, Pioneer Farm, Austin.

OFFICER-AT-LARGE:

Nina Nixon, Curator of Collections, Old City Park, Dallas

Kathleen S. Roland, Curator of Collections, Fort Concho National Historic Landmark, San Angelo.

The results of the election of CMC officers will be announced at the TAM Annual Meeting at the CMC Breakfast Meeting on April 15 in Beaumont. Please attend if at all possible.



DUES NEEDED

Don't forget, if you haven't paid your dues for membership in the Collection Managers Committee, please write a check for \$10.00, payable to "Collection Managers Committee" and send to: Terry Grose, Collections Registrar, Fort Worth Museum of Science and History, 1501 Montgomery, Fort Worth, TX 76107. If you are attending the April TAM annual meeting, please bring your check to the Saturday, April 15 CMC Breakfast Meeting. Only 16 members are currently paid up. **WE NEED YOUR PARTICIPATION IN CMC!**

CMC NEWSLETTER

This is the second newsletter produced by the Collection Managers Committee. Future newsletters will include information on regional and statewide workshops, provide information, bibliographies, forms and documents related to collection management. If you have any ideas for future articles or if you are interested in writing an article, please submit your ideas to the officers at the CMC Breakfast Meeting on April 15 in Beaumont.