



Collection Managers Committee

Newsletter

Summer / Fall 1997

from the Chair

Just a few quick notes. The Summer and Fall issues of CMC Newsletter are being combined due to serious shortages of time. Please make note of the very important workshop coming up in October on fund-raising. The Conservation Notes will be sent out with the Winter Newsletter. Have a wonderful summer and fall.

Lisa Rebori

Workshops 1997-1998

October 6, 1997 *Capitalize on Collections Care, a fund-raising workshop*

Sponsored by the National Institute for the Conservation of Cultural Property, the Collection Managers Committee, the Texas Association of Museums and AMIGOS

Will demonstrate how institutions can incorporate preservation and conservation creatively into fund-raising activities. Collections care can be an effective tool for raising money and invigorating a fund-raising program; and perhaps, even help care for the objects in need of conservation.

Monday, January 26, 1998 *It's About Time: Managing Time & Resources in the "Real" Museum World*
Sponsored by the San Angelo Museum of Fine Arts, Fort Concho National Historic Landmark, and CMC

You have heard about Time-Management Workshops. Well, this one will be just for the crazy world of museums. Director of Training from the Sitel Corporation will show us how to get it all done!

Tuesday, March 31, 1998 *Did You Check It Today?!?*

Pre-conference Workshop, TAM Galveston

Participants will learn how to use environmental monitoring equipment included in the TAM Monitoring Kit and how to interpret and use the information which the equipment provides. The state-wide check-out program will be outlined. An instructional video might be created from this session to accompany each kit.

July 1998 *Numbering Objects*
Waco

September 1998 *Crossing Lines: The Ins & Outs of International, Interstate, & Intrastate Shipping*
Sponsored by the Houston Museum of Natural Science & CMC

January 1999 *Show Me the Money! Creating Budgets for Collections*
San Antonio

Summer 1999 *Archives & Ephemera*

Treasurer's Report
Sally A. Baulch-Rhoden

July 1997

	<u>1996</u>	<u>(YTD) 1997</u>
Opening Balance	1164.23	727.07
Income		
Membership	560.00	590.00
Scholarship	120.00	322.50
Interest Income	22.97	
Workshops	3625.00	1931.76
Mailing Support	50.00	
Expenses		
Workshop Costs	-3209.93	-507.70
TAM Annual Meeting	-1002.00	-1003.00
Conservation Supplies		-250.00
Supplies	-83.70	
Mailings	-202.00	
Scholarships	-302.00	-608.00
Bank Charge	-15.50	
Balance as of 7/19/1997		1202.63

CMC Officers 1997-1998

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Review of Contingency Planning Pays Off Workshop

Sponsored by the Fulton Mansion SHP, Hosted by the Corpus Christi Museum of Science & History

It would take the entire newsletter to outline everything that was covered in this workshop, so rather than cover everything we selected the top rated speaker and also an area that is not normally written or discussed about "Dealing with people dealing with disasters." A representative from the American Red Cross and Family Service America spoke on what to expect from fellow staff members as well as from yourself when disaster strikes. Here's a few helpful hints. Normal reactions to trauma are flashbacks, questioning pre-trauma assumptions and beliefs, fluctuations between feeling in control and feeling anxious or overwhelmed, decrease in intensity and frequency of post-trauma reactions. DO - structure your life as much as possible. Get ample rest. Maintain a balanced diet. Increase physical exercise. Take time for leisure activities. Find and talk to supportive peers and/or family members about the incident. Do nice things for yourself. Expect the incident to bother you. Get extra help from a post-trauma counselor if you need it. Share your feelings with your fellow recoveries. DON'T - Drink alcohol excessively. Use legal or illegal substances to block emotional pain. Withdraw from significant others. Stay away from work. Be hard on yourself and others. Have unrealistic expectations for recover. Look for easy answers. Make major life changes or decisions.

It is time to seek professional assistance when: You see your life falling apart: marital problems, family conflict, loss of friendships, problems, problems at work or school. You suffer chronic physical problems and no organic cause can be found. You are preoccupied with thoughts about the event. You feel desperately lonely and afraid. You are unable to make decisions, and have difficulty concentrating. You have feelings of hopelessness, severe depression, or rage. You are overly reliant on alcohol or other drugs to block pain. As one of the participants said it doesn't matter if it's a hurricane or an exhibit installation the same rules apply, and sometimes the installation is worse.

Stewart Lauterbach with the Texas Ranger Museum in Waco wants to form a CMC Band for TAM in Galveston. Give him a call at 817.750.8631.

Emergency Response and Salvage Wheel

The National Task Force on Emergency Response along with the National Endowment for the Humanities has created an innovative educational tool. The "Wheel" is an interactive slide chart designed to provide the staff at cultural institutions with quick access to essential information on protecting and salvaging collections. 45,000 libraries, museums, archives, and historical organizations have received one free. They are for sale to nonprofits for \$5.95 each. Payments and inquiries should be made to the National Institute for Conservation (NIC), 3299 K Street, NW, Suite 602, Washington, DC 20007-4415. Or they can be reached by telephone toll-free 888.979.2233.

Poster Session at TAM Galveston

The Collection Managers Committee is putting together a Poster Session for the TAM Annual Meeting in Galveston. The theme of the poster will be Storage Solutions. Well engineered, creative or the bizarrely innovative are all invited to submit photographs of their storage areas, along with a brief paragraph describing your situation. The poster size is 4' by 4' so we have plenty of room for everybody. Let us know if you need your photographs back. Poster sessions are a wonderful opportunity to become involved in TAM and also for getting your site known. Send any photos, comments or suggestions to Kandy Taylor-Hille, Fulton Mansion, PO Box 1859, Fulton, TX 78358, phone 512.729.0386.

CMC Minutes for 1997 Business Meeting
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I. Meeting begun by Lisa Rebori, President at 5:15 on April 10, 1997 in Midland, Texas at the Texas Association of Museums Annual Meeting. She requested each member swap business cards.

II. A. Minutes reviewed of the past meeting. Gail Manning, secretary unable to attend, minutes taken by Kandy Taylor-Hille, Officer-at-Large. Sherry Humphries made a motion to accept the minutes as read, Gabriela Truly seconded, unanimous vote in favor.

B. Treasurer's Report read by Sally Baulch Rhoden, Treasurer, discussed workshop costs, adding conservation notes from Texas Memorial Museum, will be sending out the first *Notes* with the Winter Newsletter.

C. Gaby Truly, Vice President stood and discussed the workshops that had taken place. Attendance was low for some but the quality of the workshops was consistently high. The participation for the Pre-Conference workshop for TAM was extremely high, but only four CMC members attended. Notice for new workshops sent out by Gaby. The cooperative workshop with the Institute of Cultural Property on *Using Collections as Fund Raising Tools* is being organized for this October. The special student discount for workshops has been successful and will continue. There will be no reduction in the \$10 membership for students.

D. Bruce Lipscomb, Officer-at-Large, was congratulated on the good work she did on the newsletter and officially passed the folder over to Kandy Taylor-Hille.

E. 1. Kandy Taylor-Hille, Officer-at-Large, reported on Special Projects. Southwest Museum Services has offered to sponsor a Web site for CMC as a way of transmitting information. The site will contain an archive of past newsletters, bylaws, membership information, Code of Ethics, membership list by name and organization. Sally Baulch Rhoden and Carolyn Spears offered to assist Southwest and member Bruce Taylor-Hille in constructing the site.
2. The four participants who received scholarships from CMC for the TAM meeting were acknowledged and the new officers were introduced.
3. The Outstanding Member Award for 1997 was presented to Kandy Taylor-Hille for her work with the Softway Workshop.
4. A reminder was made that CMC memberships run from January through December, and are payable in December of each year. Membership dues remain at \$10.00.

CMC Members 1997-1998

Please look for your name and address on the membership roster. If you have any corrections send them to Sally Baulch Rhoden, Treasurer of CMC, Texas Memorial Museum, 2400 Trinity, Austin, TX 78705 or call her at 512.471.1604.

Bill Allen Henderson Phillips Fine Arts 4525 Wilshire Blvd, Ste 190 Los Angeles CA 90010 213/933-3770 Fax 213/933-1173	Mary B. Arnold Gonzales Memorial Museum 414 Smith Gonzales TX 78629 210/672-6350 Fax	Sally Baulch Texas Memorial Museum 2400 Trinity Austin TX 78705-5730 512/471-1604 Fax 512/471-4794	George Baumgardner Dept. of Wildlife & Fisheries Science Texas A&M University College TX 77843 409/845-5783 Fax 409/862-7750
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A workshop presented by the Collection Managers Committee
A nonprofit affinity group of the Texas Association of Museums

Monday, October 6, 1997

9:00am - 4:30 pm

Capitalize on Collections Care a fund-raising workshop

Sponsored by the National Institute for the Conservation of Cultural Property,
the Collection Managers Committee, the Texas Association of Museums and AMIGOS
Hosted by the Amon Carter Museum, Fort Worth, Texas

This one-day workshop will demonstrate how institutions can incorporate preservation and conservation creatively into fund-raising activities. Renowned speakers from large and small museums will discuss the planning processes, implementation and results of fund-raising programs developed around collections care issues. In the context of raising funds for collections care, benefit of a long range plan, strategies for collections storage, and successful community outreach programs will also be discussed. This workshop is designed for directors, museum trustees, development officers, curators, conservators and other museum professionals responsible for or interested in incorporating collection care into their fund-raising activities.

Keynote speaker will be Fisher Howe, partner of Lavender/Howe & Associates, a Washington, D.C., fund-raising and management consulting firm for nonprofit organizations, and author of the widely acclaimed *The Board Member's Guide to Fund Raising*. A former foreign service officer, he also held positions of Assistant Dean and Executive Director, Johns Hopkins University School of Advanced International Studies, and Director of Institutional Relations, Resources for the Future.

Other featured speakers include directors and a development director from four Texas museums of various disciplines and sizes, including Dina Kohleffel, Director of Development for the Houston Museum of Natural Science, Jolene Mogoto, Director of Old Jail Art Center in Albany, Texas, Houston McGough, Director of the Star of the Republic Museum, and Edward Theriot, Director of Texas Memorial Museum.

This workshop is planned and organized by Lisa Rebori for CMC. All fees support the programs and activities of the Collection Managers Committee, a nonprofit affinity group of the Texas Association of Museums. For additional information, please call Lisa at 713.639.4670.

Please make checks payable to the
Collection Managers Committee
and mail to: Sally Baulch-Rhoden
c/o Texas Memorial Museum
2400 Trinity, Austin, Texas 78705

Registration Fees Pre-Paid:

___ CMC Members \$25.00
___ Non-Members \$40.00
___ Students \$35.00
___ 2 Registrants \$60.00

Federal Id # 75223189

Bring a buddy from your institution

Name

Title

Address

Telephone

Institution

Collections Care & Maintenance Training Program

The Heritage League of Greater Kansas City has announced the dates of the third annual Collections Care & Maintenance Training Program. The six-week program's two sessions are scheduled for February 8-27 and July 13-31, 1998. Participation is limited to 15 museum professionals each year on an application basis. The application deadline for 1998 is October 15, 1997.

All program participants are full-time employees at institutions ranging from small town museums and historic houses to National Park Service sites. They return to their jobs with a fully-equipped collections care tool kit, a twelve-text reference library, and access to a lending library of texts and specialized equipment they've been trained to use, and they return as part of a museum professionals' network. Each of the 30 museum professionals who present the different program sessions is committed to and excited about providing ongoing assistance to participants of the CCMTMP.

Through six weeks of training, the program introduces participants to agents of deterioration, standard methods and procedures in collections management, and basic collections care and handling techniques. When they return in July for the second half of their training, each participant reports on a practicum project they completed during the intercession. These projects, based on the issues covered in February, allow them to put to immediate use the knowledge and skills they acquired.

For application materials or more information, you may contact Jean Svadlenak, Program Director, Collections Care & Maintenance Training Program, Heritage League of Greater Kansas City, UMKC, 202 Cockefair Hall, 5100 Rockhill Road, Kansas City, MO 64110-2499; or call 816.235.1333.

AAM Professional Education Seminars & Workshops

- Sept. - Current Issues in Museum Management
- Nov. - Seminar for Historical Administration
- Nov. - Current Issues in Intellectual Property for Users & Producers, Houston, TX
- Jan. - Effective Management for Museum Assoc.
- March - Professional Roundtable for Msm. Curators
- March - Mutual Concerns of Air & Space Msms.
- March - Legal Problems of Msm. Administration

For more information, contact: AAM Professional Education, 1575 I Street, NW, Suite 400, Washington, DC 20005, 202.289.9114.

AAM's 1998 Annual Meeting will be in Los Angeles May 10-14

Baylor University Offers New Museum Studies Minors

B.U. has announced that it will offer new undergraduate and graduate minors in its Department of Museum Studies. These new programs will allow both bachelor and master's degree students to pursue academic minors focusing on museum professional training. The new minors require undergraduate students to take 18 semester hours of museum studies courses.

Publications & Videos

Storage of Natural History Collection: A Prevention Conservation Approach and *Storage of Natural History Collections: Ideas and Practical Solutions* Videos can be ordered from SPNHC Treasurer, 121 Trowbridge Hall, University of Iowa, Iowa City, IA 52242-1379

Housekeeping for Historic Sites Video can be ordered from SPNEA Merchandising Office, 141 Cambridge St., Boston, MA 02114, 617.762.4300

Prevention Conservation in Museums Video series can be purchased from Universite du Quebec a Montreal, Audiovisual Department, Production Services, Box 8888, Station Centre-Ville, Montreal (Quebec) H3C 3P8 Canada, 514.987.6105.

Check Out Our New Web Site

dbstech.com/museology/cmc.htm

CMC NEWS
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the Texas Association of Museums
Kandy Taylor-Hille, Editor
Submissions due by the first of March, May, August & November

CMC NEWSLETTER
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Capitalize on Collections Care a fund-raising workshop

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