

Collection Managers Committee

NEWSLETTER

WINTER 1999

Upcoming Workshop

January 31, 2000 PAINTINGS: Framing, Storage, and Handling

Perry Houston and Associates/FortressFAE
Fort Worth, Texas

Helen Houp, Paintings Conservator with Perry Houston and Associates in Fort Worth, will lead us through a day filled with information about proper FRAMING, STORAGE and HANDLING of PAINTINGS. She will show us how to correctly unframe a painting, pad a rabbet, install a protective backing and hanging hardware. Additionally, she will review encapsulation techniques for labels now removed from the old backing, how to use raking light for condition reports, and how to document condition through photography. Also Rick Floyd, General Manager of the Fort Worth branch of FortressFAE (formerly Fine Arts Express), will give a tour of their facility, including the vault, and tell about their operations.

Don't forget to send in your registration which is due January 7, 2000. Space is limited to the first 15 participants to register.

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Call For Nominations

Nominations are now being sought for CMC officers for the term 2000-2002. Officers up for election are: Chair, Secretary and one officer-at-large. Please send your recommendation for nominations to: Lisa Rebori, Nominations Committee
Houston Museum of Natural Science
One Hermann Circle Drive
Houston, TX 77030-1799
Tel. 713.639.4670 Fax. 713.523.4125
e-mail: lrebori@hmns.mus.tx.us

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Nominations For Outstanding Member Award

Please send nominations for CMC's Outstanding Member Award to be awarded at CMC's annual meeting at the TAM Annual Meeting in April, 2000 at Austin. Send nominations to: Sally Baulch-Rhoden
Texas Memorial Museum
2400 Trinity, Austin, Texas 78705
Tel: 512.471.1604 Fax: 512.471.4794
e-mail: sbaulch@mail.utexas.edu

From the Chair

We all have file folders full of technical reports. Some stand the test of time. Some are proof of how much the profession has changed its techniques over the last few decades. The World Wide Web houses many new editions of the tried and true standards like:

- **Conserve O Grams** from the National Park Service are located at (http://www.cr.nps.gov/csd/publications/consveogram/cons_toc.html)

Some new favorites of mine are:

- **Preservation Fact Sheets** from the *Henry Ford Museum and Greenfield Village Conservation Department* (<http://www.hfmgv.org/histories/cis/pfs.html>). All of the fact sheets are worded for the layperson. I've printed a few out and sent to people who have written to me for information on how to care for artifacts.
- **The Archives of the Museum-L Discussion List** (<http://home.ease.lsoft.com/archives/museum-l.html>) are searchable by topic (so for example you can find out if the list has recommendations on using computer databases).

For Disaster Preparedness, try:

- The **Task Force on Emergency Response** both outlines steps you can take if disaster hits as well as listing links to other disaster agencies. (<http://www.heritagepreservation.org/PROGRAMS/taskfer.html>).

Other professional committees also have presence like:

- The **AAM Registrar's Committee Rights and Reproductions Information Network** has a thoroughly researched (of course) site located at (<http://www.panix.com/~squigle/rarin/01rcsite.html>).
- You can search **Conservation OnLine (CoOL)** for guidelines, topics covered in their discussion list, or for links to specific people & disciplines (<http://palimpsest.stanford.edu/>).
- For very thorough archival information try the **Northeast Document Conservation Center** (<http://www.nedcc.org/>). Many of the topics discussed for the preservation of paper translates to specimen and objects preservation (and which of us doesn't have any paper in the building?).

Of course I'm not mentioning my favorite field related sites (like the searchable *Handbook of Texas OnLine*), but we all could probably fill a book with such sites.

Sally Baulch-Rhoden, CMC Chair

* [Editor's note: Please share your favorite professional websites with the rest of CMC. Submit them for next year's newsletter to: Kathy Roland, 630 S. Oakes St., San Angelo, TX 76903-7013, Tel: (915) 657-4440, Fax: (915) 657-4540 or e-mail: hqtrs@fortconcho.com]

Marking Workshop Review

by Milly Walker

On October 4, 1999 a group of twenty participants gathered at the Washington-on-the-Brazos State Historical Park for a workshop on marking objects. Star of the Republic Museum sponsored the event. Speakers were Sally Baulch-Rhoden of Texas Memorial Museum, Lisa Rebori of the Houston Museum of Natural Sciences, and Milly Walker of Dr. Pepper Museum. Workshop Coordinator was Kandy Taylor-Hille of the Sebastapol State Historical Park. Each participant received a notebook of information including articles, resources, supplies and how-tos. They also received a kit containing supplies and sample materials for practice.

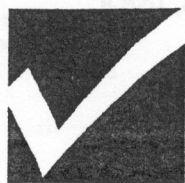
Milly Walker gave an overview of the problems and some solutions to marking general historical objects. Lisa Rebori then discussed the methods of marking natural history specimens. Sally Baulch-Rhoden followed with a discussion of problems and mislabeled items. Then participants opened their kits and began a hands-on workshop on barrier coats and actual marking.

The lunch break was participated in fully by all attendees! The box lunches were delicious. Attendees were treated to a tour of the Barrington Farm following lunch. This living history farm will provide an additional experience for park visitors when it is opened to the public in the spring of 2000.

After the lunch break, Sally Baulch-Rhoden gave a session on sewn and Japanese Tissue Labels. Lisa Rebori followed this with a discussion of transponders and bar codes. A general question and answer session wrapped up the workshop.

To close the day, Houston McGaugh and Sherry Humphries led a tour to the Star of the Republic Museum which is undergoing renovation and is currently closed to the public.

(Included is a handy reference sheet for labeling objects)



Labeling Recommendations For 1999

BARRIER COATS ON OBJECTS: (do not paint labels on most: baskets, leather/skin, plastic, wax, rubber, synthetic rubber, fragile objects like minerals and fossils, soluble composition material, unglazed ceramics)

Acryloid B72 (25% B72 in 75% Acetone)

Warning: May damage painted surfaces and plastic

TM

Soluvlar

Warning: Will damage wax, waxed surfaces & plastic

Acryloid B67 (60% B67 in 40% Petroleum Benzene, aka Mineral Spirits)

Warning: Will damage wax, waxed surfaces & plastic

SEWING ON OBJECTS: (stable fabrics)

Cotton Twill Tape

Cotton thread (cotton/polyester for strong weaves)

Fine needle (#8 Quilting or #10 Crewel)

TAGS TIED TO OBJECTS:

Archival Acid-Free Lignin-Free Cardstock (cotton rag)

TM

Tyvek (polypropylene olefin fiber)

ADHERED LABELS ON OBJECTS:

Japanese Tissue (laid paper with long fibers)

Paste: Methyl cellulose

Starch Paste (wheat is best)

DIRECT LABELING ON OBJECTS:

Most Paper:

Pencil (32, HB, F or H)

PC or Glossy Paper:

Stabilo All Pencil

LABELING PLASTICS AND RUBBERS:

If you have to mark on these substances, use a:

Wax Pencil

Stabilo All Pencil

Acrylic-based paint

Use pens with waterproof, pigment based ink. Test to check if ink is light fast.

2000 Travel Stipend Application Guidelines

The Collection Managers Committee of the Texas Association of Museums (CMC of TAM) is sponsoring an annual meeting travel stipend made possible through the support of CMC by workshop attendees and members. This stipend will assist collection managers in attending the **Texas Association of Museums (TAM) Annual Meeting in Austin, April 25-28, 2000**. The stipend award is not automatic, and may be withheld if there are no qualified applicants.

Applications for this stipend must be current voting members of the CMC, who reside in the United States. (CMC membership information may be obtained from Megan Bryant at 214.747.6660). Eligible to apply are registrars, associate and assistant registrars, collection managers, and museum staff members whose work is registrarial in nature. Each award winner will receive money to defray the costs associated with attending the TAM annual meeting. In return, each recipient will be required to provide a report on one or two of the TAM sessions for the CMC Newsletter.

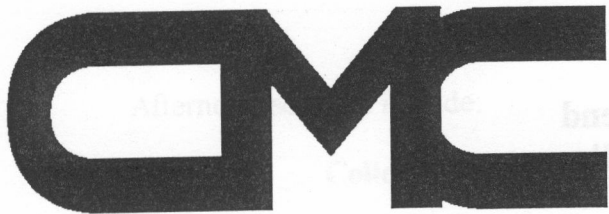
Selection of the stipend recipients will be made by the CMC Board on the basis of the applicants' demonstrated merit and financial need. Demonstrated merit includes, but is not limited to, such activities as participating in professional museum organizations at the state, regional, or national level: presenting sessions at meetings of professional organizations; and publishing articles in professional journals.

To apply for the stipend, complete the form on the reverse and submit along with the following:

1. Cover letter
2. Resume
3. A letter of recommendation from your immediate supervisor.

Applications must be received by February 15, 2000. Faxed application materials are accepted, but be sure to mail original. Send application materials to:

Sally Baulch-Rhoden
Texas Memorial Museum
2400 Trinity, Austin, Texas 78705
Tel: 512.471.1604 Fax: 512.471.4794
e-mail: sbaulch@mail.utexas.edu



2000 CMC TRAVEL STIPEND FOR TAM ANNUAL MEETING APPLICATION FORM

Collection Managers Committee

APPLICANT'S NAME _____ TITLE _____

INSTITUTION _____

ADDRESS _____

TELEPHONE NUMBER _____ FAX NUMBER _____

PROFESSIONAL AFFILIATIONS AND ACTIVITIES _____

EXPLANATION OF FINANCIAL NEED _____

HOW WILL INFORMATION GAINED AT MEETING BE SHARED WITH OTHERS? _____

PLEASE TYPE FORM. ATTACH ADDITIONAL SHEETS IF MORE SPACE IS NEEDED.

TAM Pre-Conference Workshop on Legal Issues

"Museum Law 101"

April 25, 2000, 9:00 am - 4:30 pm

Austin, Texas

In the light of the high levels of interest evidenced in issues involving the law at the 1999 TAM Annual Meeting, this workshop will seek to present fundamental information about the U.S. legal system and one of its most basic tools - the contract. These two sessions offered consecutively will provide attendees with a basic understanding of the legal framework. Afternoon sessions will delve into overviews of more specific areas of concern to museums: collections and deaccessioning, gifts, intellectual property and torts. The information presented in this full-day workshop is applicable for museums of all types and sizes, directors, financial officers, collection managers and registrars, seasoned staff as well as those just entering the museum profession.

Scheduled sessions include the following:

Title: Workshop Introduction and Overview

**Chair: Courtney DeAngelis, Assistant Registrar,
Amon Carter Museum, Fort Worth, Texas**

The introductory presentations will be made in two consecutive lectures providing basic information and serving as the groundwork for the various more specific areas covered in the afternoon presentations:

The two morning sessions will be presented by **Professor Brian F. Havel of DePaul University College of Law, Chicago, Illinois.**

Title: Introduction to the Legal System

This session will present a basic outline of how the U.S. legal system of civil courts functions, included will be a discussion of the State and Federal systems, and the life of a case in civil proceeding.

and

Title: Introduction to Contracts

A contract is a binding promise or agreement, the basis of getting things done... In this introductory session attendees will learn what goes into a contract and the different types of contracts. Included will be a discussion of legal advice: when, where, and how to get it.

(Continued on page 8)

Afternoon sessions include:

Title: Collections and Deaccessioning

**Speaker: David Sokolow, University of Texas
Law School, Austin, Texas**

This session will cover the basics of donations to museums and the legal implications of such donations. The legal issues of deaccessioning will also be discussed.

The last two sessions will be presented by **Marilyn Phalen of Texas Tech University School of Law, Lubbock, Texas.**

Title: Intellectual Property

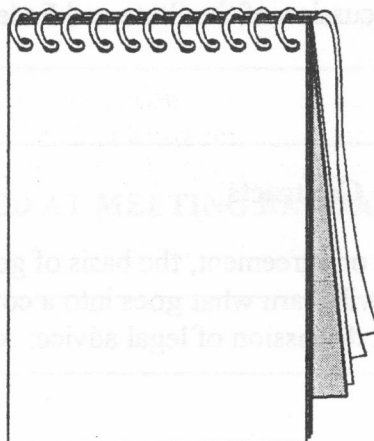
This session will attempt to dispel some of the confusion museums face relating to intellectual property rights. Issues addressed will include: how to determine who holds the rights to materials in the museum's collections; identifying what the laws are and when they apply; the concepts of fair use, public domain and works for hire; the type of rights, compensation and duration to be considered when licensing use of copyrighted materials; and new considerations brought about by the Internet and rapid advances in technology.

and

Title: Torts and Personal Injury Liability

This session will address the duties and liabilities that arise from a museum's actions (or failure to act) not involving contracts. Such issues as legal duties, negligence, vicarious liability, and defenses will be discussed.

[Don't forget to mark your calendars to include this excellent pre-conference workshop at TAM 2000]



1999 CMC Membership List

Bill Allen
Henderson Phillips Fine Arts
4525 Wilshire Blvd, Ste 204
Los Angeles CA 90010

Joan Barborak
Hertzog Circus Museum
210 W. Market St.
San Antonio TX 78205

Sally Baulch-Rhoden
Texas Memorial Museum
2400 Trinity
Austin TX 78705-5730

Megan P. Bryant
The Sixth Floor Museum
411 Elm St, Suite 120
Dallas TX 75202-3301

Rick Casagrande
Casagrande Appraisals
8546 Broadway Ste 270 B
San Antonio TX 78217

Nancy Clendenen
North Louisiana Military Museum
791 Harper Bottom Road
Ruston LA 71270

George Anne Cormier
Calhoun County Historical Museum
RR 2 Box 173A
Port Lavaca TX 77979

Gary Eastly
International Museum of Cultures
7500 West Camp Wisdom
Dallas TX 75236

Betty Edmundson
Katy Veterans Memorial Museum
6206 George Bush Drive
Katy TX 77493

Laura Ford
504 N. Milam Street
Seguin TX 78155

Amy Fulkerson
Witte Museum
3801 Broadway
San Antonio TX 78209-6396

Nancy Godsey
Matagorda County Museum
4 Holly Lane
Bay City TX 77414

Brenda L. Haes
NTTU
3320 1/2 20th St
Lubbock TX 79410-1412

Robert Harris
George Ranch Historical Park
PO Box 1248
Richmond TX 77406-1248

Nancy Hixon
Sarah Campbell Blaffer Gallery
114 Fine Arts Bldg, UH
Houston TX 77004-4891

Kate Hogue
John E. Conner Museum
Station 1, Box 2171
Kingsville TX 78363

Rebecca Huffstutler
Witte Museum
3801 Broadway
San Antonio TX 78209-6396

Sherry Humphreys
Star of the Republic Museum
PO Box 224
Washington TX 77880-0224

Amy Johns
Fort Bend Museum
PO Drawer 460
Richmond TX 77406-0460

Kay Lynn Johnson
5740 Marquita #7
Dallas TX 75206

Reba Jones
Amarillo Museum of Art
PO Box 447
Amarillo TX 79178

Mary Kirby
Historic Upshur Museum
PO Box 400
Gilmer TX 75644-0400

Kathleen Koonce
The Heritage Society
1100 Bagby
Houston TX 77002-2504

Nicky Ladkin
Museum of Texas Tech University
PO Box 43191
Lubbock TX 79409-3191

Heather Lammers
McNay Art Museum
PO Box 6069
San Antonio TX 78209

Mary Laschinger
PO Box 400
Gilmer TX 75644-0400

Leah Lewis
Institute of Texan Cultures
801 S Bowie
San Antonio TX 78205-3296

Kimberly McCoig
Courthouse-on-the-Square Museum
110 W. Hickory
Denton TX 76201

Lolisa Moores-Franklin
Heritage Farmstead Museum
1900 W 15th St
Plano TX 75075

Lisa Neely
King Ranch
PO Box 1090
Kingsville TX 78364-1090

Membership Form

☐ **\$10.00 Membership Fee**

NAME *(please print clearly)*

INSTITUTION

ADDRESS

CITY

STATE

ZIP CODE + 4

TELEPHONE

FAX

E-MAIL

Please make checks payable to the **Collection Managers Committee**.

Send check and form to Megan P. Bryant, The Sixth Floor Museum, 411 Elm St, Suite 120, Dallas, Texas 75202-3301

CMC Officers 1999-2000

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CMC NEWS

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