



COLLECTION MANAGERS COMMITTEE
Texas Association of Museums

Collections Communiqué

Spring 2012

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Looking for a job?

TAM Job Bank

AAM Job Center

Have something for the next newsletter?
Email submissions by June 1, 2011, to
Elizabeth Martindale at
elizmart1@yahoo.com.

CMC Officers

Chris Godbold, Chair
Term 2012-2014
Fort Bend County Museum Association
PO Drawer 460
Richmond, TX 77406
(281) 342-1256
cgodbold@fortbendmuseum.org



From the Chair...

Greetings to all of you!

First of all, thank you for your confidence in me. I am grateful that you saw fit to elect me Chair. I will represent the CMC to the best of my ability and will work to see that the committee continues to provide quality opportunities to learn about the latest techniques, policies, and procedures in collections management.

That said the CMC and the TAM are what you make of them and your participation is essential. Both groups are for you and can only function well if you let them know what you want to see, hear, or learn. So, if you haven't filled out conference evaluations please do so and send them in to the TAM office. Did you want to learn more about a session or come out of the meeting with additional questions that went unanswered? Maybe you'd like to tell the rest of us about a program or idea that your museum employed to great results. If you answered yes to any of this, then consider submitting a proposal for next year's annual meeting. The Program Committee is always looking for great session ideas. You don't need to have the session completely planned, just send your ideas to the Program Committee and they will flesh them out, find speakers, etc. You can submit session proposals at the TAM website.

CMC also needs your ideas. If there is something you want to learn or questions you would like answered then send them to our Vice-Chair so we can plan workshops that interest our membership. You can also post questions to our yahoo group: collectionsmanagers@yahoogroups.com. We are hard at work planning our 2012 activities. Keep tuned to our website,

Lisa E. Worley, Vice Chair
Term 2011-2013
Carrabba Conservation, Inc.
9002 Anderson Mill Road
Austin, Texas 78729
(512) 699-9906
worley.lisae@gmail.com

Donna Meadows, Treasurer
Term 2012-2014
Houston Museum of Natural Science
5555 Hermann Park Drive
Houston, TX 77030-1799
(713) 639-4629
dmeadows@hmns.org

Toyia Pointer, Secretary
Term 2011-2013
A.W. Perry Homestead Museum
1509 N. Perry Road
Carrollton, TX 75001
(972) 466-6382
Toyia.Pointer@cityofcarrollton.com

Julie Holcomb, Officer at Large
(Special Projects)
Term 2012-2014
Baylor University—Dept of Museum Studies
1 Bear PI Unit 97154
Waco, TX 76757
(254) 710-6614
Julie_Holcomb@baylor.edu

Elizabeth Martindale, Officer at Large
(Newsletter Editor)
Term 2011-2013
Texas Historical Commission
108 W. 16th Street
Austin, Texas 78701
(512) 463-6252
elizabeth.martindale@thc.state.tx.us

Leslie Meyer, Officer at Large
(Technology/Webmaster)
Term 2012-2014
The Petroleum Museum
1500 Interstate 20 West
Midland, TX 79701
(432) 683-4403
lmeyer@petroleummuseum.org

Kim Cupit, Past Chair
(Ex-Officio)
Term 2012-2014
Denton County Museums
110 W. Hickory
Denton, TX 76201
(940) 349-2853
kim.cupit@dentoncounty.com

www.cmc-tam.org for the latest.

Again thanks for your support. I hope to continue to earn that support in the next two years. Please feel free to contact me if you have any questions or concerns about CMC. I am here to serve you.

-Chris Godbold
Chair, CMC

Preservation/Risk Assessments

Conservation Center for Art and Historic Artifacts (CCAHA) seeks applicants for its [Preservation Needs Assessment](#) and [Risk Assessment programs](#). Through funding from National Endowment for the Humanities (NEH), CCAHA offers a limited number of subsidized assessments for \$350. Deadline: **April 30, 2012.**

Texas Historical Commission honors Star of the Republic

Museum receives Nau Award of Excellence for identifying Declaration signers' descendants

The Texas Historical Commission honored Dr. Shawn B. Carlson, curator of collections and exhibits at the Star of the Republic Museum, with the John L. Nau, III Award of Excellence Thursday in recognition of her efforts to identify the descendants of those who signed the Texas Declaration of Independence.

Star of the Republic was recognized for its "Adopt a Signer" project in which Carlson organized an effort to research the lineage of the 59 delegates who signed Texas' Declaration of Independence from Mexico in March 1836. Those descendants were then invited to be recognized at the 175th anniversary celebration of Texas' independence on Feb. 26-27, 2011, at Washington-on-the-Brazos State Historic Site.

Carlson designed and organized the effort, enlisting the aid of the Daughters of the American Revolution, Daughters of the Republic of Texas, Sons of the Republic of Texas, the Burleson County Historical Commission and College Station's Texas Research Ramblers, including volunteers from as far away as California. By the project's end, volunteers had contributed more than 4,000 hours to researching Texas'

heritage.

Their efforts resulted in roughly 1,500 descendants attending the 175th anniversary celebration, representing the families from 50 of the Declaration's 60 signers, including the 59 delegates and Secretary of the Convention Herbert Simms Kimble.

The results of the lineage research can be viewed at www.starmuseum.org, and a form on the website allows additional descendants to submit their lineage with documentation.

"Dr. Carlson's leadership at the Star of the Republic Museum and her ingenuity in the development of this research project brought this real story of Texas history to life in a very unique way," said THC Executive Director Mark Wolfe. "Enlisting the aid of volunteers from across the state to participate in this exercise in Texas history demonstrates the commitment Texans share to preserve and promote the Lone Star State's unique and exciting legacy."

The Nau Award, named in honor of the former Texas Historical Commission chair, recognizes an individual or institution in the museum field for significant achievement in the areas of historical interpretation, museum education, conservation of collections and/or community involvement. The Texas Historical Commission selects no more than one winner each year.

Star of the Republic Museum was created by the Texas Legislature and is administered by Blinn College as a cultural and educational institution. Its purpose is to collect and preserve the material culture of the Texas Republic from 1836-1846 and to interpret the history, cultures, diversity, and values of early Texans.

Sam Houston Memorial Museum Exhibit Showcases Unique Texas Independence Collection

The "Road to San Jacinto: History, Events, Archeology" opened in April 2011 as part of the 175th anniversary of Texas Independence. The exhibit is expected to be up for several years.

The exhibit contains recently excavated artifacts from the Bernardo Plantation, Hempstead, where Sam Houston's army camped on the way to San Jacinto as well as all of the fantastic artifacts that have been unearthed at San Jacinto

Battlefield since 2003 including the Almonte surrender site located on private property south of the San Jacinto Park.

The collection contains the only known artillery artifacts from the Twin Sisters.....

There are two canister bases from the Twin Sisters as well as brass shot from the Mexican cannons. These are the only known shot /canisters ever recovered from the battle! In addition to that there are bayonets, buttons, buckles and spurs. There are also Mexican uniform ornaments such as the "exploding bomb" emblem and the brass horns that adorned shako hats. The collection also includes a complete set of brass chin scales from a Mexican hat. The exhibit also features three of the medical models that were facially reconstructed by Amanda Danning. These skulls were found by John J Audubon on the battle field in 1837.

Collection Managers Committee

Treasurer's Report

March 28, 2012

Donna Meadows, Treasurer

Beginning Balance (as of August 1, 2011) \$3453.59

Income

Membership	
October Workshop Fees	\$345.00
Total	\$345.00

Expenses

TAM 2011 Scholarship	\$575.00
Sponsorship/Workshop Supplies (TAM)	\$121.57
October Workshop Reimbursement	\$189.66
CMC Booth Fee 2012	\$166.00
TAM Endowment	\$1000.00
Monthly Maintenance Fee (August 2011 – February 2012 @\$16.00 monthly)	\$112.00

Total

\$2164.23

Current Balance

\$1634.36

(February 29, 2012 bank statement)

WORKSHOP REGISTRATION DEADLINE FAST APPROACHING

Building a Meaningful Collection: How a Scope of Collections Statement Can Guide Your Organization

"Building a Meaningful Collection: How a Scope of Collections Statement Can Guide Your Organization" is a one-day workshop designed for museum staff (paid or volunteer) who hold responsibility for the organization's collection. The workshop will answer questions that will serve as a basis for crafting a Scope of Collections Statement including: what, why and how do museums collect? How can I make my collection more effective and less costly? How do I know what is a significant artifact for my museum's collection? And, how do I make improvements in the area of collecting? Participants will leave with an understanding of why a Scope of Collections Statement is important, the benefits of having one, and the tools necessary to begin the process of crafting a Statement for their museum.

Instructor: Ms. Lisa Worley, Museum Professional, Austin, Texas
Lisa Worley is an expert in museum and cultural collections. She works nationally as a Museum Assessment Program Surveyor for Collections Management and Public Dimension for the American Association of Museum. Active in the Austin Museum Partnership (AMP) as well as TAM, Worley is Vice-Chair of the TAM Collections Managers Committee, a long-standing TAM affinity group.

Date: Monday, April 23, 2012

Time: 8:30 a.m.-4:00 p.m. (Registration 8:30 a.m. Lunch break at noon)

Location: National Center for Children's Illustrated Literature
Gallery
102 Cedar
Abilene, Texas 79601

Fee:\$30 per person includes box lunch and materials.

Registration: Online only via TAM website. Limit two registrations per organization.

Registration closes Thursday, April 19th at 12:00 Noon.

This workshop is presented jointly by Texas Association of Museums and Texas Historical Commission. The curriculum was developed by the American Association for State and Local History with grant funding from the Institute of Museum and Library Services. Copyright 2010 by the American Association for State and Local History. All rights reserved.

This workshop qualifies for the TAM Professional Development Certificate. For more information on TAM's Certificate Program, go to <http://www.prismnet.com/~tam/ContEd/pdcprogram.html>.

Emergency Response and Salvage Wheel: Now a Mobile Application!

WASHINGTON, DC— Heritage Preservation's *Emergency Response and Salvage Wheel* is now available free of charge on the iPhone, iPod touch, and iPad as the "ERS: Emergency Response and Salvage" app.

Long known as the authoritative resource for salvaging artifacts after a disaster, the Wheel has been used by museums, libraries, and archives around the world. This new app makes the Wheel's invaluable guidance accessible to anyone who is in need of practical advice for saving collections in the first 48 hours after disaster strikes.

Apple users can download this free app from the App Store. Simply search for "ERS: Emergency Response and Salvage" or click [here](#). To download, your device must run iOS 5.1 or later. Complete technical requirements are available on the [ERS page](#) at the App Store.

ERS provides the same reliable content found in the original Wheel. The app outlines critical stages of disaster response and provides practical salvage tips for nine types of collections, from photographs to natural history specimens. ERS can help users protect precious collections and significant records, access reliable information instantly, and save damaged objects. The app was created in partnership with the [National Center for Preservation Technology and Training](#).

The original slide-chart Wheel was created by Heritage Preservation, a national non-profit organization dedicated to preserving the cultural heritage of the United States. It has been translated into six languages and distributed internationally in more than 40 countries. The original Emergency Response and Salvage Wheel, sponsored by [BELFOR](#), is still available for purchase in the Heritage Preservation [bookstore](#).

Free webinars from Heritage Preservation and AASLH

Heritage Preservation, along with the Institute of Museum and Library Services (IMLS) and the American Association for State and Local History (AASLH), is pleased to announce the schedule for the C2C Online Community's newly-scheduled live chat events. Resources and further information on the following programs will appear in the Featured Resource section approximately a week before the event. Don't forget to mark your calendar for these upcoming chats:

- **Selecting A Conservator - Tuesday, May 8, 1:00 pm EDT.** Christine Wiseman, Preservation Services Manager, Georgia Archives.
- **Security for Collections: Preventing Loss and Planning for Any Budget - Wednesday, May 23, 1:00 pm EDT.** Stevan P. Layne, Layne Consultants International.
- **Collections Care and Conservation: How to Submit an Art Works Grant to the National Endowment for the Arts - Wednesday, June 6, 1:00 pm EDT.** Wendy Clark, Museum Specialist, National Endowment for the Arts.
- **Care of Plastics - Wednesday, June 13, 1:00 pm EDT.** Christine Frohnert, Conservator of Contemporary Art, Modern Materials and Media and Odile Madden, Research Scientist, Museum Conservation Institute, Smithsonian Institution.
- **Wireless Dataloggers - Tuesday, July 17, 2012, 1:00 pm EDT.** Rachael Perkins Arenstein, Partner, A.M. Art Conservation, LLC.

*******And remember to join us on Wednesday, April 18 at 1:00 pm Eastern for MayDay! Create a Game Plan*******

On May 1, libraries, museums, archives, historical societies, and preservation organizations across the country will take one simple step to protect the art, artifacts, records, books, and historic sites they hold in trust. Want to participate but not sure what to do? Join Lori Foley, Vice President of Emergency Programs at Heritage Preservation, and LeRae Umfleet, Chief of Collections Management at the North Carolina Department of Cultural Resources on Wednesday, April 18 at 1:00 pm EDT, as they share ideas, suggestions, and advice on how to do one thing for emergency preparedness. Whether you're just beginning to think about a disaster plan or have a comprehensive and updated plan, set

aside MayDay to take one step forward in preparedness.

We hope you can join us live to share your experiences and ask your questions directly of our experts (and win great door prizes!) ***Your participation is key to the success of these events.*** However, we do post recordings of each live chat event if you are unable to attend the sessions live. Those recordings can be found [here](#).

Please feel free to forward this email to your colleagues who you think would benefit from joining our community! We are over 1300 members strong at this point. This community has been built and is being moderated as a service to you, please feel free to contact me with your suggestions or ideas. Your advocacy and input is appreciated.

Hope to see you in the [virtual meeting room](#) soon!

Member Spotlight

This month's member spotlight is **Chris Godbold**, Chief Curator for the Fort Bend County Museum Association in Richmond, TX. He is in charge of the collections of the Fort Bend County Museum, the George Ranch Historical Park, and the DeWalt Heritage Center. He was also recently elected Chair of the Collections Managers Committee and is on the Fort Bend County Historical Commission.

Chris earned a BA in History from Trinity University and an MA in Museum Science from Texas Tech University. Chris stumbled on museum work while exploring options for a graduate degree in history. Working in museums intrigued him and he switched his graduate major to Museum Science. After his education, he was hired as an Assistant Curator at the Heritage Farmstead Museum. After 6 years there, in which he was promoted to Curator of Collections, he moved on to the FBCMA.

Chris's favorite part of his job is the historical research involved and the opportunity to work with artifacts and archival materials from almost 200 years of Texas history. In addition to his collections work, he also gets to use his research skills on the exhibit team at the Museum and the DeWalt Heritage Center and is responsible for exhibits at the Ranch. The most rewarding parts of his job are the opportunities to interact with the public and help them to understand their shared history.

The only words of wisdom he has to share are to be flexible and always ready to learn. You'll never know when you have to don a new hat or juggle another ball. Don't take yourself too seriously, life is too short.

2012 TAM Annual Meeting Session Review

Collections Conundrums

Kendra A. Lemon
Membership Chair & Treasurer
Northeast Texas Museum Association (NTMA)

As a newbie to the discipline of museum collections, I found this session to be very informative and very worthwhile. Presenters Megan Bryant (Director of Collections & Intellectual Property, The Sixth Floor Museum at Dealey Plaza), Heather Lammers (Collections Manager & Exhibits Coordinator, McNay Art Museum) and Gabriela Truly (Director of Collections Management, Dallas Museum of Art) took turns providing helpful solutions to a variety of questions from the session audience regarding collections management. While I could not capture every conundrum presented during the well-attended session, I did capture the following conundrums and possible solutions to each:

- What do you do about different (conflicting) numbering systems? Which numbers do you go by?
 - Try to sort them out, if possible
 - Use the oldest number as the main number and any newer numbers listed as "sub numbers" or "others"
- Museum received a gift in 1976 with no documentation that contained many pieces and never got assigned a number but was still housed in the Museum's storage. What to do with it?
 - Find last accession number for a gift given to the Museum during that year and add on to the record from there
- Strange situation: Staff accessioned the "permission" to use a photo in an exhibit
 - No solution given to this conundrum
- Rules for assigning accession numbers
 - First you must establish that an object belongs to the Museum and is not on loan from another institution or person before you can assign it a number
 - State Law - § 80.004. ABANDONED PROPERTY; NOTICE; TITLE TO PROPERTY.

- ❖ Unless there is a written unexpired loan agreement to the contrary, any property on loan to a museum for 15 years or more and to which no person has made claim according to the records of the museum is considered abandoned and, notwithstanding Chapter 72, becomes the property of the museum if the museum has given the lender notice in accordance with Section 80.003.
 - ❖ If no valid claim has been made to the property within 65 days after the date of the last notice given under Section 80.003, title to the property vests in the museum free from all claims of the owner and all persons claiming through or under the owner. Added by Acts 1987, 70th Leg., ch. 1076, § 1, eff. Sept. 1, 1987.
- Make sure that whoever signs the deed of gift has the proof (legal documentation) that they are the owner of the item to be donated and that they have the legal right to sell/donate the property to the Museum
 - Family donated an item to a Museum then made a loan agreement to borrow the item back for a family reunion. The loan agreement has since expired but the family has yet to return the item to the Museum. How does the Museum get the item back?
 - Seek legal counsel
 - Since the loan agreement is expired, the family is liable for any damage to the item since it was loaned from the Museum.
 - Donors are not happy with how items are being used in/by the Museum and want the items returned to them
 - Explain to the donors that the Museum cannot always display every item in the collection due to lack of exhibit space, need to change-up exhibits, conservation of the items, etc.
 - Educate the donors of the Museums' collections policies and exhibit mission
 - Make sure that it is clear in the deed of gift that the Museum reserves the right to use the donation as they see fit after the item has been legally donated to the Museum

- Lettering vs. Numbering: Which is the best to use for accessioned items?
 - Use whatever works best for your system
 - Use numbers if the item can be broken down and displayed alone
 - i.e. a doctor's bag with medical tools inside of it
 - ❖ the empty bag may be displayed alone in an exhibit
 - ❖ the individual tools inside the bag may also be displayed alone in an exhibit
 - Use letters if the pieces will always be displayed together
 - i.e. a box with a separate lid
- How do you help ensure that an item donated to a Museum will be able to be maintained and conserved over time?
 - Set-up an endowment for the maintenance and conservation of the item at the time of acquirement
 - Include this information in the original deed of gift and thoroughly explain this to the donor before it is signed

Additional resources for finding solutions to other collections conundrum were also provided. If interested in receiving these additional resources, contact the session presenters:

Megan Bryant

Director of Collections & Intellectual Property
The Sixth Floor Museum at Dealey Plaza
Dallas, TX

Heather Lammers

Collections Manager and Exhibits Coordinator
McNay Art Museum
San Antonio, TX

Gabriela Truly

Director of Collections Management
Dallas Museum of Art
Dallas, TX

2012 TAM Annual Meeting Session Review

Even a Caveman Can Do it! The 5-Step Plan to Museums and Searchable Online Collections

Noel Harris Freeze

The TAM Conference session entitled "Even a Caveman Can Do it! The 5-Step Plan to Museums and Searchable Online Collections" showed that many available resources make the hosting a searchable online collection much less complicated than it once was. Three speakers, Dixie Hoover from the Confederate Reunion Grounds State site in Mexia, Leslie Meyer, the Archives/Collections Director at the Petroleum Museum in Midland, and Danielle Plumer, a Digital Projects Consultant from Georgetown, shared their experience with developing searchable online collections data, as well as their experience with collections software development over the years.

The presenters shared that although many effective collections programs exist, few of these successfully and easily provide a third party user interface for searching these collections. In the past, most successful collections search technology was developed for archives and libraries, rather than three dimensional object records. However, when collections managers translated the language of these archive and library programs, they could be adapted for museum collections as well.

Software like PastPefect provides an interface for providing a searchable collection on a web site, but that service is only available at a price. This may be fine for a larger institution or those with substantial funding, but smaller organizations require an alternate method for sharing the collections online. For smaller institutions, a partnership with a well-funded or large institution was suggested. A good example is North Texas University's Portal to Texas History. UNT provides a consolidated information store that gathers collections data from multiple institutions and makes it available to the searching public.

The presenters successfully shared their experiences putting their collections online, but also detailed the frustrations of the developing process. Multiple outlets have emerged to allow museums to make their collections searchable, the method of implementation will dictate the success of each project. Perhaps with the rising popularity of open source software, the sophistication of museum collections software will

minimize the expense and complications currently associated with presenting such information to the public.

AAM Collections-related Sessions of Interest

April 29, 2012 thru May 2, 2012
Minneapolis-St. Paul, Minnesota

Sunday April 29, 2012

Collections Conundrums 2012: Current Issues

Making No Mean No! Reviewing or Creating Gift Acceptance Policies

Who's Afraid of Green Museums? Fear and Loathing and HVAC

Accreditation: Tips and Advice From Your Peers

Beyond Digitization: Creating Broad Access for Your Online Collections

Security 101: Ask the Experts

Museum Assessment Program: Tips and Advice From Your Peers

Registration 101: Lending Collection Works

Monday April 30, 2012

Keeping Safe: Discovering and Handling Hidden Collection Hazards

Your Turn: Answers About MAP, CAP, and stEPs National Assessment Programs

Say No and Mean It! Keeping Unrelated Material Out of Your Collection

Tuesday May 1, 2012

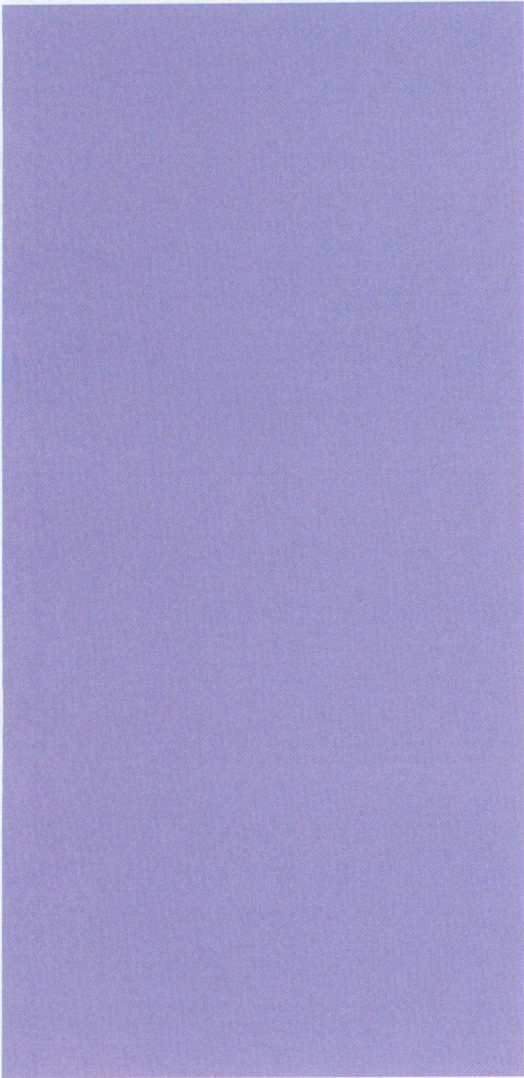
Network Hour for Collections Colleagues and Curators!

Skills Lab: Creating and Managing an Intern Program

Skills Lab: Making Effective Decisions

Copyrights, Wrongs and the Creative Commons: Current Practices

Curatorial Volunteers: Oh My Goodness, Get Over It!



Loan Transactions and Insurance: How Documents Can Help or Hinder

Hot Topics in the Field: Insights from the Accreditation Commission

Changing Conservation Environment Guidelines and Their Impact on Today's Museums

Out of the Vaults and Onto the Web: Models for Collections Access

Solutions Lounge: Balancing Collections, Preservation, Environmental Conditions and Sustainability

Solutions Lounge: LED's in Museums: Saving Energy and Conserving Objects: The Introduction of New Technologies into the Museum Environment

Got Images? Hot to License, Distribute and Leverage Collection Media

Generation X Transforming: New Path, New Perspectives

Mistakes Were Made: Sharing Cringe-Worthy Examples

Redefining the Role of Curators in the Visitor-Centered Museum