

# CMC

## Newsletter

Summer 2007



### Inside this issue:

Letter from the Chair	2
Officers	2
Electronic Newsletter	3
E-Group	3
Around the State	4
CMC Workshop	7
Membership Renewal	8

### COLLECTION MANAGERS COMMITTEE Texas Association of Museums

#### TAM 2007 Session Review: *The Hidden Danger of Hazardous Materials*

by John Spencer

##### Chair:

Amy Hooker, Director of Collections & Archives,  
The Petroleum Museum, Midland

##### Speakers:

Lori Benson, Collection Specialist, Texas Natural  
Science Center, The University of Texas at Austin

Annelore Robertson, Preservation Director,  
American Airpower Heritage Museum, Midland

Working with your museum's artifacts can be a threat to your health and others! This session at the 2007 TAM annual meeting would be highly recommended for any employee working directly with collections. The main focus of the session was the identification of hazardous material and methods of protection for those who come into contact with this material.

Hazardous material can be defined as a poison, corrosive agent, flammable substance, explosive, radio-active chemical, or any other material which can endanger human health or well-being if handled improperly. There are two main categories of hazardous materials. The first is Biological/Geological material or those dangers that occur in nature. Mold, bacteria, botanicals, and rodents are biological threats. Geological material such as radioactive minerals or rocks such as Uranium can be a health risk. The second category is human manufacturing or treatment of an object. This category includes things made or modified by man. The most obvious example of hazardous material in this category is weaponry such as guns, ammunition, and explosive devices. Man-made chemicals found in pesticides or taxidermy are always suspect. Radioactive devices found in medical collections can sometimes be overlooked, but constitute a problem area.

There are a multitude of steps that can be taken to identify potential threats. Documenting problem areas and proper labeling are essential. Routinely

check for infestations or growth of any kind to prevent a large scale contamination. The key is to research and create solutions for long-term prevention.

Protection from hazardous materials requires the development of a strict set rules and procedures for institutions to follow. Hazardous materials should never be handled with bare hands. One of the most important things discussed in the session was the use of latex or nitrile gloves for protection from direct exposure to hazardous materials. Keeping a clean and sanitary building is a must for the prevention of biological hazards. Another good measure requires an investment in specialized storage units to separate dangerous or hazardous artifacts from the rest of the collection and decrease the amount of exposure.

A copy of the PowerPoint presentation by Annelore Robertson is available at:

<http://groups.yahoo.com/group/CollectionManagers/files/>

Additional information is available at:

U.S. Environmental Protection Agency (EPA)  
(800) 887-6063  
[www.epa.gov](http://www.epa.gov)

Occupational Safety and Health Administration (OSHA)  
(800) 321-7642  
[www.osha-slc.gov](http://www.osha-slc.gov)







## From the Chair...

Once again back at our desks working hard after a wonderful TAM conference in Austin. I hope everyone enjoyed seeing colleagues and the opportunity to learn new things. I thank all of you who joined us at the CMC business meeting on Wednesday afternoon. The meeting, as always, was busy with updates on workshops, finances and several other reports. But I hope you enjoyed the little twist of having several door prizes. My sincere gratitude goes to Bruce Murphy of McCollister's Moving & Storage of Dallas for the gift of a tool bag and a cordless drill. I also want to thank Jennifer Cook for procuring the fun gifts from Mary Kay Cosmetics, Inc., and for the cool bags we handed out at the CMC booth. We also thank Gaylord for their \$100 gift certificate. My personal thank you to Megan Bryant for helping to donate the copy of Museum Registration Methods. And for the extra cool gift of a hand-held DVD player we thank Unified Fine Art Services of Dallas.

If you have any ideas on what else we should do or talk about in our annual business meeting – please let me know. Nothing is set in stone, and we always welcome your innovative ideas to keep the meeting useful and interesting. And fun, so I also want to thank Jennifer Cook and Kathleen Koonce for providing us with refreshments!

Kathleen Koonce and Tricia Dixon will be hard at work this summer presenting the session ideas for the next annual meeting. Although the Program Committee meets in May and June, if you have any ideas for sessions – **please let us know**. Two people are in the committee working on collections related sessions, but it takes everyone's input to make it successful.

We look forward to seeing you in Houston this coming July 21 for the next CMC workshop!

Have a fun Summer, Gabby

### 2007-2008 CMC OFFICERS

**Gabriela Truly / Chair**

Term 2006-2008  
Dallas Museum of Art  
1717 N. Harwood  
Dallas, TX 75204  
(214) 922-1267  
[Gtruly@DallasMuseumofArt.org](mailto:Gtruly@DallasMuseumofArt.org)

**Amy Hooker / Vice Chair**

Term 2007-2009  
The Petroleum Museum  
1500 Interstate 20 West  
Midland, TX 79701  
(432) 683-4403  
[ahooker@petroleummuseum.org](mailto:ahooker@petroleummuseum.org)

**Kim Cupit / Treasurer**

Term 2006-2008  
Denton County Museums  
110 W. Hickory  
Denton, TX 76201  
(940) 349-2853  
[Kim.Cupit@dentoncounty.com](mailto:Kim.Cupit@dentoncounty.com)

**Jennifer Cook / Secretary**

Term 2007-2009  
Mary Kay Museum  
16251 Dallas Parkway, 13.506  
Addison, TX 78711  
(972) 687-5889  
[Jennifer.Cook@mkcorp.com](mailto:Jennifer.Cook@mkcorp.com)

**Kathleen Koonce / Officer at Large  
(Special Projects)**

Term 2006-2008  
Bob Bullock Texas State History Museum  
PO Box 12874  
Austin, TX 78711  
(512) 936-4603  
[Kathleen.Koonce@tspb.state.tx.us](mailto:Kathleen.Koonce@tspb.state.tx.us)

**Amy Fulkerson / Officer at Large  
(Newsletter Editor)**

Term 2007-2009  
Witte Museum  
3801 Broadway  
San Antonio, TX 78209  
(210) 357-1868  
[amyfulkerson@wittemuseum.org](mailto:amyfulkerson@wittemuseum.org)

**Megan Bryant / Past Chair  
(Ex-Officio)**

Term 2006-2007  
The Sixth Floor Museum at Dealey Plaza  
411 Elm Street, Suite 120  
Dallas, TX 75202  
(214) 747-6660 ext. 6619  
[meganb@jfk.org](mailto:meganb@jfk.org)

**CMC Newsletter**

Is a quarterly publication of the Collection Managers Committee, a non-profit affinity group of the Texas Association of Museums. Submissions are due to the Editor by the first of March, May, August and November.



## Electronic Newsletter

The CMC Membership is growing and we are pleased to have each and every one of you as members. A growing membership also means growing costs. With over 150 members it costs CMC nearly \$100 to print and mail the quarterly CMC Newsletter. With the cost of postage going up, it may be time to consider following the lead of the Texas Association of Museums and switch from a printed newsletter to an electronic one.

We want to hear from you. How do you feel about switching to an electronic newsletter?

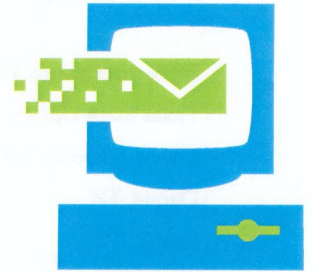
Contact Amy Fulkerson at:

amyfulkerson@wittemuseum.org or 3801 Broadway,  
San Antonio, TX 78209.

### Benefits of an electronic newsletter:

- Monthly updates instead of quarterly
- Color photos and graphics
- Can be as long or short as we want
- Post job openings
- Provide links to workshop handouts
- Save money

For the past four years the cost of the CMC Newsletter has been underwritten by the past newsletter editor, Jennifer Cook, and the Mary Kay Museum to whom we express our gratitude.



**Both AAM and TAM have phased out paper newsletters in favor of electronic newsletters.**

## Join the CMC E-Group

To join the CMC E-Group visit our homepage at <http://groups.yahoo.com/group/CollectionManagers/> and Yahoo! Will guide you through the process.

### Choose how you want to receive messages:

There are two ways that you can choose to receive e-mails from the group. You can change your preference at any time.

1. Individual e-mails—If you choose this option you will receive all new postings via e-mail as soon as they are sent.
2. Daily Digest—In this option a digest of all postings for a single day is sent as a single e-mail. You will be able to follow the thread of topics, but may not be aware of discussions as they occur.

### How to post a message:

E-mail [CollectionManagers@yahoogroups.com](mailto:CollectionManagers@yahoogroups.com) to send a message to the entire group.

### To change your preferences:

If you need to change any of your personal preferences (i.e. the e-mail address at which you receive postings, switch from individual e-mails to daily digest, etc.), you may click on "Edit My Membership" link in the upper right side of the home page.

### To unsubscribe or leave the group:

Send an e-mail to [CollectionManagersunsubscribe@yahoogroups.com](mailto:CollectionManagersunsubscribe@yahoogroups.com) and your name will be removed from the group.

### Additional features:

If you visit the home page at <http://groups.yahoo.com/group/CollectionManagers/> you can use these additional features:

- Calendar
- Membership List
- Chat Polls
- Photos
- File Sharing

*Have a question?*

*We've got the answer!*

*Keep in touch with*

*your peers on the*

*CMC E-Group.*





## Around the State

### Introduction to Preservation Issues and Practices

Texas State Library and Archives Commission

Ozona National Bank

Ozona, TX

June 5

Contact:

Chris LaPlante, 512-463-5467,

chris.laplante@tsl.state.tx.us

### Grant Writing Workshop

Texas Historical Commission

Hogg Foundation Library

Austin, TX

June 25-27 and June 27-29

Contact:

Mae Zapata, 512-463-6092, mae.zapata@thc.state.tx.us



### Care & Handling of Collection Materials

Amigos Library Services

Amigos Training Room

Dallas, TX

June 27

972-851-8000

972-991-6061 fax

### Interpreting Historic Resources

Texas Historical Commission

July 13, McAllen

July 16, Nacogdoches

July 18, Granbury

July 19, Salado

July 20, Uvalde

August 3, Cuero

August 6, San Angelo

August 7, Monahans

August 8, El Paso

August 10, Borger

Contact:

April Garner, 512-463-2630

april.garner@thc.state.tx.us

**LEARN MORE ABOUT  
THE CMC WORKSHOP  
Pgs. 6-7**

## June

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5 Introduction to Preservation	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25 Grant Writing	26 Grant Writing	27 Grant Writing / Care & Handling	28 Grant Writing	29 Grant Writing	30

## July

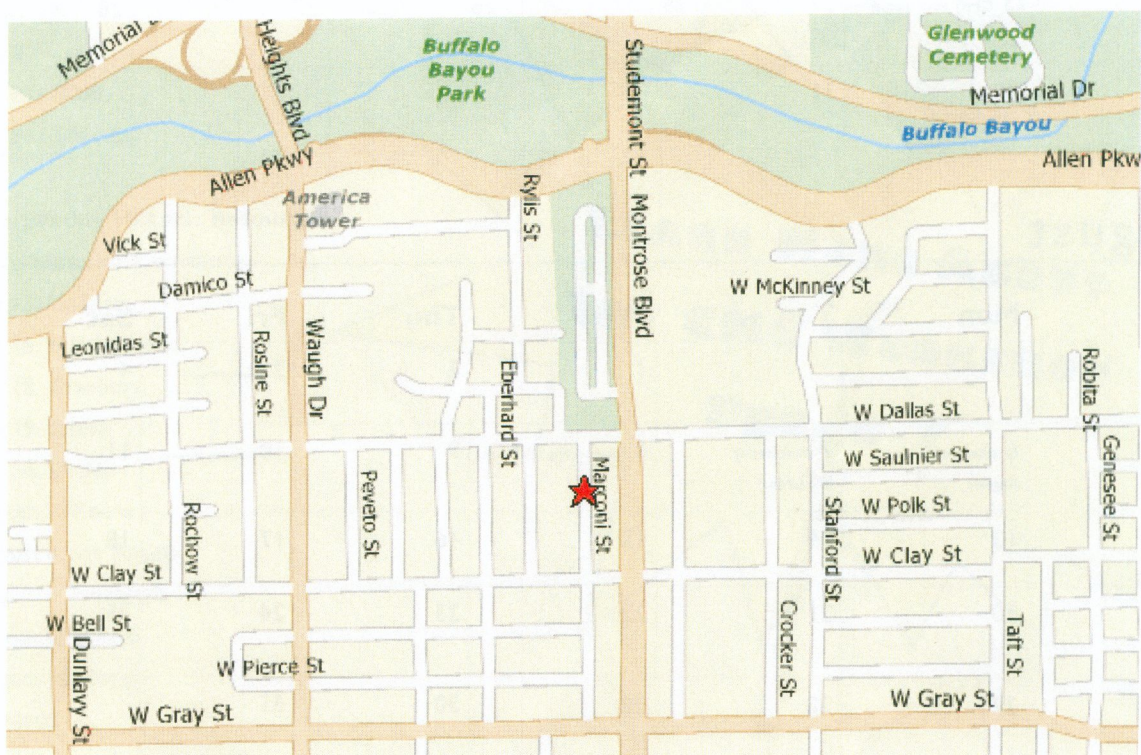
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13 Interpreting (McAllen)	14
15	16 Interpreting (Nacogdoches)	17	18 Interpreting (Granbury)	19 Interpreting (Salado)	20 Interpreting (Uvalde)	21
22	23 CMC Workshop	24	25	26	27	28
29	30	31				

## August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3 Interpreting (Cuero)	4
5	6 Interpreting (San Angelo)	7 Interpreting (Monahans)	8 Interpreting (El Paso)	9	10 Interpreting (Borger)	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



**110 Marconi, Houston, TX 77019**





**WORKSHOP ALERT!**

**WORKSHOP ALERT!**

## **You want me to send what? Where??**

### **The imports and exports of complex shipping issues**

In the fast paced world of ever growing traveling exhibition programs and loan requests, do you have the knowledge and experience necessary to send your objects anywhere? Between the restrictions of your insurance policy, dealing with the university system, or trying to stay in budget, there is a lot to consider when you want to send a small tea set from El Paso to Houston, or a big sculpture from San Antonio to Chicago. The laws are ever changing, the objects get more and more complex and the forms and requirements can be difficult to find let alone complete. No one wants to hear that their object made it through customs, but the crate didn't, or worse their sculpture was impounded because of the feather that was part of the piece. Learn the rules, regulations and forms necessary for shipping objects, when to contact a customs broker and how to talk to shippers. If you need to ship anything across the city or across the world, then this workshop is for you!

**Featured Speakers:**

Kim Osborn, Inspector, US Fish and Wildlife Service

Susan Newlin, Licensed Customs Broker, Masterpiece International

John McAlpin, Houston Museum of Natural Science

**When:**

Monday, July 23, 2007, 9:00am - 3:00pm

**Where:**

The Houston Museum of Natural Science's new collections facility

1110 Marconi, Houston, Texas 77019

**Cost:**

\$25 for CMC members, \$30 for non-members (make checks payable to CMC)

Additional charge for lunch \$10

**To register, fill out the form below and send by MAIL, FAX, OR E-MAIL to:**

**Megan Bryant** The Sixth Floor Museum at Dealey Plaza 411 Elm Street, Suite 120 Dallas, TX 75202

Phone: 214-747-6660 X 6619 Fax: 214-747-6662 Email: [meganb@jfk.org](mailto:meganb@jfk.org)

**PLEASE REGISTER BY July 16, 2007 (limited to 25 attendees)**

**Name:** \_\_\_\_\_ **Institution:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**E-mail/Phone** (for confirmation): \_\_\_\_\_

**Registration** CMC Members \$25.00 each / Non-members \$30.00 each

\$ \_\_\_\_\_

**CMC Dues** (JOIN TODAY for \$15 per year)

\$ \_\_\_\_\_

**Lunch** Box lunch \$10

\$ \_\_\_\_\_

Please select: Chicken Salad \_\_\_\_\_ Smoked Turkey \_\_\_\_\_ Ham and Swiss \_\_\_\_\_ Pimiento \_\_\_\_\_

**TOTAL AMOUNT ENCLOSED:**

\$ \_\_\_\_\_

For more information contact:

John McAlpin, Houston Museum of Natural Science; phone 713-639-4675; email [jmcalpin@hmns.org](mailto:jmcalpin@hmns.org)

# MEMBERSHIP FORM

\$15.00 yearly dues

Please Print Clearly

Name: \_\_\_\_\_

Institution: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Please make checks payable to the Collection Managers Committee.

Send check and form to:

Kim Cupit, Denton County Museums, 110 W. Hickory, Denton, TX 76201



c/o Witte Museum  
3801 Broadway  
San Antonio, TX 78209



Jana Hallmark Smith  
Fort Bend Museum  
500 Houston Street  
Richmond, TX 77469

CMC Newsletter is a quarterly publication of the Collection Managers Committee,  
a non-profit affinity group of the Texas Association of Museums.

77469+3522

