

# MUSEUM ARCHIVIST

Newsletter of the Museum Archives Roundtable, Society of American Archivists

December 1986

## LETTER TO THE MUSEUM ARCHIVAL COMMUNITY

In 1985 the Council of the Society of American Archivists agreed to the creation of small informal special interest groups to be known as roundtables. In late August 1986, at the annual conference of the Society, a group of 28 persons met and established the Museum Archives Roundtable, and elected a coordinator and newsletter editor. Those attending the meeting expressed their desire for a newsletter to be issued at least twice a year, and the organization of a program for an annual meeting to be held in conjunction with the annual SAA conference.

It is an honor for me to be able to introduce this premier issue of *Museum Archivist*, the first publication dedicated solely to opening a line of communication between museum staff and others responsible for or interested in the care and maintenance of museum archives in the United States and Canada.

It is our hope that through this newsletter we will all come to a better realization of the work that is being done throughout the country and of the people who share these same problems and responsibilities. We hope also that this publication will result in a greater awareness on the part of the non-archival community of the need for and practicality of even a modest archives program.

We wish to thank the many people who have contributed to this effort. Their eagerness to help is a sign of the need for such a project and augurs well for the future. We hope that others, learning of the Roundtable for the first time, will as readily contact us and let us know what archival progress is taking place in their museums, that we in turn may publicize their programs.

We welcome all comments and are ourselves eager to respond to the needs of our emerging community.

Arthur J. Breton  
Coordinator, Museum Archives Roundtable  
of the Society of American Archivists

## MUSEUM ARCHIVES TASK FORCE FINAL REPORT

Welcome to the newsletter, *Museum Archivist*. The Museum Archives Roundtable and the concept for the newsletter are two of the many tasks conceived and initiated by the SAA Museum Archives Task Force (MATF), which no longer exists. Since this is the Task Force's final visible action, and the beginning of a new venture, it is appropriate here to summarize the development and activities of the Task Force.

The idea for the MATF began in 1980, at the SAA meeting in Cincinnati, as a discussion between Carole Schwartz (Cincinnati Art Museum) and myself, on the lack of a forum within SAA for museum archivists. There were not enough numbers within SAA to establish a professional working group and Richard Lytle, Smithsonian Institution Archivist, recommended that we form a task force to look into the matter. And in the fall of 1980 a proposal was sent to SAA Council.

Several objectives made up the heart of the proposal. Summarizing the more substantive of these, the MATF sought to gather information on museum archival programs; look into establishing ties with AAM, ARLIS/NA, AAMD, and other organizations having members responsible for maintaining museum records; investigate all avenues of funding for museum archives programs; investigate education programs needed by museum archivists; and determine if it was possible to include within AAM's accreditation process an archival component, taking into consideration those museums which could not afford either an archivist or facilities for storing records.

### *Task Force Approved*

Council approved the MATF in 1981. Carole and I began selecting members for the Task Force. We tried to select individuals who represented major museum constituencies, and chose persons from the NHPRC, which was interested in funding museum programs; AAM; AASLH; a representative from Canada; a museum registrar; and a museum librarian. It is worth

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## MATF REPORT cont.

noting the first membership because it carefully balanced our desire for communication with individuals who could provide us with knowledge about the various problems and needs of the museum world as well as an understanding of archives, and established the criteria for replacement members.

As soon as Council approved the idea, the Task Force began planning for a panel session on museum records for the next SAA meeting, which was to be held in 1981 at Berkeley. The papers delivered at the session were published in *Museum News* in April 1983.

In addition, contact was made in writing and in person with the Institute of Museum Services, the National Museum Act, NHPRC, NEH, the Atlantic-Richfield Foundation, the Bristol-Myers Fund, Ford Foundation, Benson and Edith Ford Fund, International Paper Company, Kress Foundation, Mobil Foundation, Charles E. Merrill Trust, Helena Rubinstein Foundation, and the J. Paul Getty Trust. The MATF contacted these organizations in an effort to locate outside funding for the Task Force so that it could carry out its objectives. The Task Force was unsuccessful in raising these funds and was forced to curtail its objectives significantly.

It should be noted that, except for a small allotment for supplies, all of the costs for the Task Force projects were assumed by the parent institutions of the MATF members. All of the time given towards projects was donated without remuneration.

*Survey Undertaken*

To accomplish one of our major tasks and to understand the problems we were facing with museum records, the Task Force prepared a questionnaire on records keeping in museums. Lack of funding dictated that the survey be kept to a minimum, well defined community. It was decided to mail the questionnaire to only AAM accredited museums, even though there existed a larger, more vastly proportionate group of smaller museums that the Task Force wanted to reach.

We mailed 550 questionnaires during the summer of 1983, and over 300 museums responded. Eighty-eight per cent of those who responded were interested in information and manuals on museum archives and records keeping, and forty per cent wanted direct contact and assistance from the MATF. While eighty-eight per cent responded that they had space set aside for records storage, and almost fifty per cent said they had someone responsible for their museum archives, only seventeen per cent could be identified as

truly having an archivist on staff, and only seven per cent of the returns were answered by an archivist.

The only direct assistance the Task Force could provide was in the form of correspondence with those who wrote for specific advice. To better answer the need for materials about archives, the Task Force prepared and mailed over 400 information packets for developing a museum archives program in 1984.

Based on contacts made at Task Force meetings, sessions at national and regional meetings, and workshops individuals had given, the Task Force believed the next major action would be to find funding for regional museum archives workshops. A grant proposal draft has been written, but the Task Force will not be able to see this project through. SAA will review the proposal and if it is approved, a committee will be appointed to oversee its development.

*Roundtable Proposed*

The Task Force performed its last action in 1985, when it recommended to the SAA Council that a Museum Archives Roundtable be established. This was approved in June 1986. Council decided at that time that the Roundtable could replace the MATF and decided to abolish the latter body. In all, the Task Force had gone two and one-half years beyond its original mandate.

It is with great expectation that I look forward to the Roundtable and those committed to taking part in the newsletter to continue the work of the Task Force, to increase and upgrade archival and records management programs in museums, to move ahead onto new paths of endeavor as we work with museums to maintain this nation's heritage by providing for the care of their records.

Alan L. Bain  
Chairperson, Museum Archives Task Force

*Museum Archivist* is issued twice a year by the Museum Archives Roundtable of SAA. News items, letters to the editor, and comments from the archival community are welcome. Contact Kathleen Robinson, Editor, *Museum Archivist*, Museum of Fine Arts, Houston, P.O. Box 6826, Houston, TX 77265.

Contributors to this issue are Pat Adams, Shawn Aubitz, Alan Bain, Kathleen Baxter, Arthur Breton, Maygene Daniels, Kris Haglund, Paul Hensley, Cheryl Leibold, Waverly Lowell, Betty Monkman, Marcia Morrison, Elaine Phillips, Raymond Reece, Ruta Schuller, Errol Stevens, Cathy Stover, Gregor Trinkaus-Randall and Cherryl Wagner.

## NHPRC RAISES QUESTIONS ON STATUS OF ARCHIVES PROGRAM AT CORCORAN

[Editor's note: The following letter outlines the archival community's concern over the current status of the archives program at the Corcoran Gallery of Art. At press time, the CGA had not yet responded to the concerns expressed in this letter.]

December 16, 1985

Michael Botwinick  
Director  
Corcoran Gallery of Art  
17th & New York Ave., NW  
Washington, D.C. 20006

Dear Mr. Botwinick:

In 1980 and 1981 the National Historical Publications and Records Commission made two grants totalling \$53,162 to the Corcoran Gallery of Art to assist in the planning and development of its archives and records program. The Commission was very pleased with the progress made under these grants and, given the Corcoran's level of commitment and support, had every anticipation that the program would continue as an active, permanent component of the Corcoran's administration.

We have recently learned that due to financial problems the archives program has been

## SURVEY OF ANTHROPOLOGICAL ARCHIVES BEGUN

The National Anthropological Archives of the Smithsonian Institution is conducting a survey of anthropological records in the U.S. and Canada, preliminary to publishing a guide to such collections. As a first step, the NAA is soliciting published and unpublished finding aids from repositories and short informal descriptions from individuals possessing anthropological records. Later on the NAA will be contacting and visiting appropriate institutions to collect and compile this information. In the proposed guide, NAA staff members James Glenn and Kathleen Baxter will identify, locate, and describe anthropological records in terms of specific field projects and areas of study. This records survey is being undertaken in response to frequent inquiries regarding the nature and whereabouts of anthropological records, which are often-times not described. For more information contact Kathleen T. Baxter, National Anthropological Archives, National Museum of Natural History, MRC 152, Smithsonian Institution, Washington, D.C. 20560, (202) 357-1976.

drastically curtailed to a point where reference service for the Corcoran staff is the only activity being supported. The archives is effectively closed to outside researchers, and such records management functions as implementation of records schedules and accessioning of records of permanent value into archival custody have been discontinued.

Because of the support that the Commission gave to the program during its early years, we are deeply concerned about its present status. We are concerned not only because of our investment in this program, but because of the implications that the current situation has for the overall administration of the Corcoran now and in the future. We sincerely hope that the Corcoran's administration will make a strong effort to restore the program to its former level of support as soon as it is financially feasible to do so.

Sincerely,  
Richard A. Jacobs  
Acting Executive Director, NHPRC

AAM ACCREDITATION COMMISSION INTRODUCES  
QUESTIONS ON MUSEUM ARCHIVES IN SELF-STUDY

The AAM Accreditation Commission has recently approved a new self-study guide for museums which includes, for the first time, questions on museum archives. The new questionnaire is expected to have a very positive impact on the continuing development of archives in museums. The document is being field tested by museums applying for accreditation this year. When this phase is completed, the Commission will put the revised document into printed form.

The accreditation program is designed to assist museums in evaluating their current missions, operations, and programs in light of current standards of the profession. The self-study guide gathers factual and quantitative information about institutions. Museums are required to evaluate their performance and to identify current strengths and weaknesses.

The questions concerning museum archival programs now included in the self-study are: 1) Does the museum have an archive of its own corporate or agency records? 2) If yes, describe the size (specify cubic or linear feet) and focus of the collection. 3) Who is responsible for maintaining the archives? And 4) If archives need improvement to support the activities of the museum, describe program for improvement.

## RECENT MUSEUM ARCHIVES GRANTS

*Buffalo Museum of Science*

During its 125th anniversary celebration, the Museum has announced that a grant to assist its archival program has been received from the National Historical Publications and Records Commission.

Founded in 1861, the Museum is the 10th oldest natural history museum in the U.S. Among the important early records of the institution are notes on its lecture program, which included speakers such as Benjamin Silliman of Yale and Louis Agassiz of Harvard. Other files document important national events, such as the meetings of the American Association for the Advancement of Science held in Buffalo in 1866, 1876, 1886, and 1896, and the Pan American Exposition of 1901. Director's files include a diary and correspondence of Elizabeth J. Letson, who served from 1900 to 1909, the first woman director of a major museum in the U.S. A collection of lantern slides and approximately 200,000 negatives are a part of the archives, as are materials from the Museum's media programs dating from 1932.

The NHPRC grant funds visits by two consultants. Mary Elizabeth Ruwell of the Pioneers' Museum in Colorado Springs will advise the Museum on its archival and records management program. Diane Vogt-O'Connor of the Smithsonian Institution Archives will survey the photographic collections and provide information on preservation and access.

*Peabody Museum of Salem*

In July 1986 the Peabody Museum received a matching two year grant of \$21,000 from the National Historical Publications and Records Commission. The grant will help the Museum preserve and make available its manuscript collections of maritime history which document the lucrative trade with Africa, Asia and Oceania from the late 17th through the 19th centuries. Grant funds will be used to hire an archivist for two years to process these materials.

Originally founded in 1799 as the East India Marine Society, the Peabody Museum of Salem is the oldest continuously operating museum in the U.S. From its founding, logbooks and navigational information were collected by Society members such as captains, masters and supercargoes who had sailed past Cape Horn or the Cape of Good Hope. Over the years the Society has collected the papers and records

of New England merchants, shipbuilders, captains and other maritime persons. Many of these papers have remained in a semi-processed form without adequate storage or access.

The Museum will coordinate its efforts with the Essex Institute in Salem, which has recently completed processing similar manuscript collections. The two institutions will work closely together to cross reference their holdings and produce finding aids.

*Los Angeles County Natural History Museum*

The L.A. County Natural History Museum has recently received a grant from the National Historical Publications and Records Commission to make reference prints of the approximately 4,000 glass-plate negatives in The Fred H. Maude Collection. The collection documents the history of Southern California and the American Southwest at the turn of the century. The NHPRC grant will make the collection available to researchers in the Seaver Center for Western History Research.

## ARCHIVES ACQUIRES EAKINS COLLECTION

The Archives of the Pennsylvania Academy of the Fine Arts is one of the oldest professionally administered museum archives in the U.S. Formally organized in 1976 with funding from the National Endowment for the Humanities, the collection encompasses an almost complete series of records for the Pennsylvania Academy, the nation's oldest art museum and art school. Highlights of the collection include news clippings from 1877 to the present; records of students and faculty dating back to 1850; records of the over 500 exhibitions held at the Academy; records for its Landmark building by Frank Furness; and the recently acquired *Charles Bregler's Thomas Eakins Collection* - over one hundred manuscripts and over seven hundred photographs of and by Eakins, his family, and his circle.

Current activities include work on the publication of the Eakins manuscripts, and production of a comprehensive records management schedule. A brochure describing the collection and services is currently available. The Archives hopes to publish a guide to its collection in 1988. Contact Cheryl Leibold, Pennsylvania Academy of the Fine Arts, Broad and Cherry Sts., Philadelphia, PA 19102.

## RECENT MEETINGS AND WORKSHOPS

*Smithsonian Institution Museum Archives Workshop*

The Smithsonian Institution recently held the fourth of its annual five-day workshops on museum archives. The workshop is especially designed to help non-archivist museum employees who have been charged with "doing something" with the museum's records. It covers such subjects as the principles of archives administration, arrangement and description, records surveys, appraisal, collections management, starting a program, reference and access, conservation, and funding.

Participants included three native Americans from the Sioux, Navaho and Cherokee nations. Those attending came to Washington from as far away as Alaska and represented museums as large as the Carnegie Museum of Natural History and as small as Heritage Hall Museum. Institutions represented by the fifteen participants were:

Alaska Historical Commission, Anchorage, AK  
 California Academy of Sciences, San Francisco, CA  
 Carnegie Institute, Pittsburgh, PA  
 Carnegie Museum of Natural History, Pittsburgh, PA  
 Cherokee National Historical Society, Tahlequah, OK  
 Chicago Academy of Sciences, Chicago, IL  
 Fine Arts Museum of San Francisco, San Francisco, CA  
 Fraunces Tavern Museum, New York, NY  
 Heritage Hall, Independence, MO  
 John and Mable Ringling Museum of Art, Sarasota, FL  
 Margaret Woodbury Strong Museum, Rochester, NY  
 Maxwell Museum of Anthropology, Albuquerque, NM  
 Montclair Art Museum, Montclair, NJ  
 Mount Vernon Ladies' Association, Mount Vernon, VA  
 Oglala Lakota College, South Dakota

The next workshop is scheduled for October 1987. Exact dates and further information will appear in a future issue of the newsletter.

*Society of Colorado Archivists (SCA)*

The Society of Colorado Archivists held its fall meeting on September 26 in Colorado Springs, CO. The Pioneers' Museum hosted the one day meeting which featured presentations on basic archival operations. Speakers and sessions included Mary Elizabeth Ruwell, Archivist, Pioneers' Museum -- "Where to Start: Planning Considerations for Archives;" Blaine Hardesty, President, Association of Records

Managers and Administrators, Rocky Mountain Chapter -- "What to Keep: Records Retention and Disposition;" and Barbara Neilon, Curator of Special Collections, Tutt Library, Colorado Springs -- "How to Find It: A Discussion of Finding Aids."

Approximately one third of those attending the meeting were from museums. Kristine Haglund, Archivist at the Denver Museum of Natural History, chaired the program and Mary Elizabeth Ruwell was in charge of local arrangements.

*Mid-Atlantic Association of Museums (MAAM) Annual Meeting*

This year's MAAM meeting, held in Scranton, PA from October 19-22, included a session on museum archives entitled, "Should Archival Materials Be Used in Museum Exhibitions?" The session addressed the use of manuscripts and paper documents to complement and support traditional exhibitions of art and artifacts. Visual appeal, intellectual content, method of presentation, and conservation issues were discussed. Session participants explored the institutional sources for such presentations including library and archival collections within museums and in public and private repositories.

Shawn Aubitz, Curator of Exhibitions and Archivist at the Philadelphia Branch of the National Archives, chaired the session. Other participants were Gail Stern, Museum Director for the Balch Institute for Ethnic Studies, and Nancy Allyn, Exhibits Specialist for the National Archives in Washington, D.C.

*Mid-Atlantic Regional Archives Conference (MARAC)*

"Archives and Records Management for Museums" was the topic of discussion at a session of this year's MARAC conference which met October 30 - November 1 in Charlottesville, VA. Session speakers were Michael Everman, Archivist for the American Alliance for Health, Physical Education, Recreation and Dance, Alan Bain, Associate Archivist for the Smithsonian Institution Museum Archives, and Paul Hensley, Archivist at the Winterthur Museum and Gardens.

Bain discussed general principles and guidelines for appraising museum records, with examples of appraisal decisions and specific records series that are usually considered archival. Hensley discussed planning and conducting a grant-funded inventory project and its relationship to a complete records management program.

*NATIONAL GALLERY ARCHIVES IN NEW FACILITY*

Design and planning of the National Gallery's new archival facility has been completed by the Gallery's Office of Planning and Construction. The new facility, which will be located on the ground floor of the Gallery's West Building, will provide superb protection for the Gallery's historical records and architectural materials, according to archivist Maygene Daniels. In addition, the new location will significantly promote increased use of the collection. Plans call for the facility to be occupied late in 1986.

The National Gallery of Art established its Archives in August 1984 to care for and systematize its historical records in anticipation of its 50th anniversary in 1991, and in view of the need to make its documentary resources accessible to use. Archival holdings include papers, photographs, motion pictures, video and tape recordings, and a rich collection of architectural records. The Archives has been operating in temporary quarters in the Gallery's West Building pending completion of the Gallery's permanent archival facility.

Materials now available for study in the Archives include files and drawings of design and construction of the Gallery's buildings; historical photographs of Gallery events, 1941-1985; the Gallery's Central Files, 1939-1970; and records of the Music Department, 1942-1985.

For more information on the Archives and its holdings contact Maygene Daniels, Chief, Gallery Archives, National Gallery of Art, Washington, D.C. 20565.

*NEW ARCHIVE IN MILWAUKEE MUSEUM*

The Milwaukee Art Museum has established a new archive this year. The archival holdings number approximately 300 linear feet and include a broad range of museum and museum related papers.

Holdings include exhibition files from 1888 to the present, publicity files and newsclippings from 1885 to the present, administrative records of the museum, and museum business records. The archives collection also features a large number of architectural drawings, photographs, and slides. Important papers in the archive include the Niedecken-Walbridge Papers (1900-1930) and the Walbridge-Jacobson Papers (c.1930-1960s) which document the activities of architect George M. Niedecken and the Walbridge-Jacobson firm. For more information on this new archive and its holdings contact archivist Ruta Schuller, Milwaukee Art Museum, 750 North Lincoln Memorial Drive, Milwaukee, WI 53202.

*SOUTHERN CALIFORNIA COMMITTEE  
FOR CONTEMPORARY ART DOCUMENTATION*

The SCCCAD has a new subcommittee on Artists' Ephemera and Slides Files. The subcommittee serves as an informal resource and referral agency, helping to place in permanent repositories art documentary collections which might otherwise be lost. One result of this effort is that the 1970s slide registry of the Los Angeles Institute of Contemporary Art and accompanying ephemeral materials are now held at the California Institute of the Arts.

The subcommittee has recently held two community meetings: one to increase awareness of the Committee's activities among the community at large, and the other to provide useful information for artists on how to photograph works of art. Information from these and future community meetings will be incorporated into a handbook which aims to improve the quality of the documentation of the southern California art community.

The Committee will be presenting a program on ephemera collections by Nicholas Olsberg of the Getty Center for the History of Art and the Humanities. The open discussion format will focus on issues related to collecting ephemeral materials (exhibition announcements, news clippings, press releases, etc.) rather than presenting solutions.

The Committee is currently working to broaden its membership to include a greater number of artists as well as curators, archivists, librarians, and other information professionals.

The Committee is also in the process of developing a brochure to explain its work. For further information contact Raymond Reece, Public Service Librarian, Art Library, Dickson Art Center, UCLA, Los Angeles, CA 90024.

*NATIONAL GALLERY OF CANADA ARCHIVES  
CLOSES TEMPORARILY*

The National Gallery of Canada Archives has closed in preparation for a move to the new National Gallery Building. The NGC Archives is scheduled to reopen in June 1988.

The collection consists of approximately 1100 linear feet of museum records dating from 1900 to the present. Holdings include Board of Trustees records, exhibition and loan files, the Gallery's legal documents, and a small collection of private papers from Canadian artists. Contact Elaine Phillips, National Gallery of Canada Archives, Ottawa, Ontario, K1A 0M8 Canada for additional information.

## PUBLICATIONS OF INTEREST

*Museum Archives: An Introduction*, by William A. Deiss.

Encourages museum administrators to preserve historically valuable museum records. The author discusses why a museum should have an archives, how to start an archives program, and basic procedures involved in the operation of a museum archives, such as arrangement, description, reference, and conservation. \$4.00 to SAA members, \$6.00 to others. Contact the SAA, 600 S. Federal, Suite 504, Chicago, IL 60605.

*A Guide to the Corcoran Archives*, prepared by Katherine M. Kovacs.

Includes descriptions of CGA archival holdings to the series level. It features a history of the museum, chronology of important events and an index. \$5.00 plus postage and handling. Available by ordering from the Museum Shop, Corcoran Gallery of Art, 17th and New York Ave. NW, Washington, D.C. 20006.

*Art of Our Time in Southern California: A Guide to the Documentation of Contemporary Art*, by William K. Cohen.

Surveys important archival collections concerning each of the major contemporary arts media in Southern California. \$35.00 Garland Publishing Company.

*Museum News* (October/November 1986 issue), "An Archivist Speaks to the Museum Profession," by John Fleckner.

Fleckner is Archivist of the National Museum of American History and a member of the Museum Archives Roundtable of SAA.

## WHITE HOUSE PROGRAM FLOURISHING

The Office of the Curator, The White House, maintains an archival program documenting the history of the President's House and its Collections.

Among the holdings are architectural and design drawings, extensive photographic collections of the exterior and interior of the building, inventories, periodicals, news clippings, administrative and curatorial records of the Office of the Curator (1961 to the present), records of the White House Fine Arts Committee (1961-64) and the Committee for the Preservation of the White House (1964 to the present). The program also incorporates records of other offices with responsibilities

for the management and preservation of the house and its grounds. In addition, the Office of the Curator has manuscript holdings of persons whose work has been connected with some aspect of the building and its collections.

An oral history program with employees who have worked in the White House residence has been established to document the changes which have taken place in the operation and social traditions of the house.

For more information on the program contact Betty C. Monkman, Associate Curator, The White House.

ARCHIVES OF ART INSTITUTE  
HAS NEW BROCHURE AVAILABLE

The Archives of the Art Institute of Chicago has just issued a brochure which describes the scope of its collection and the research facilities and services it provides. The Archives of the Art Institute is a new facility, established in 1985 with the assistance of the National Historical Publications and Records Commission. Museum materials are made available for research as they are organized and as policy permits. The brochure is available without charge. In addition, the Archives currently has on display in the Art Institute's library an exhibition of items from its collection, now through December 31. For a copy of the new brochure or more information contact Catherine Stover, Archivist, Art Institute of Chicago, Michigan Ave. at Adams St., Chicago, IL 60603.

## ST. LOUIS MUSEUM ARCHIVES TO BEGIN RLIN PROJECT

The St. Louis Art Museum Archives has been active in recent months with several projects. Archivist Patricia Adams reports that an oral history project of former employees has begun. The Archives has also made an important addition to its Morton D. May Papers. May, a collector of German Expressionist and Pre-Columbian and Oceanic art, left most of his art collection to the museum upon his death in 1983. In addition, the Archives is about to computerize its descriptive activities by entering information into the Research Libraries Information Network (RLIN). The museum's library is a member of the Research Libraries Group (RLG), and the Archives hopes to begin the computerization process in 1987. Contact Patricia Adams, Archivist, St. Louis Art Museum, for further information or for a free brochure on the museum's archives.

## UPDATE: DETROIT INSTITUTE OF ARTS ARCHIVES

The Museum Archives and Records Center of the Detroit Institute of Arts was established in 1978 to locate, organize, and process the museum's official records. Since then the Archives has expanded greatly, now comprising over 1000 cubic feet of records.

Of particular interest among the historical records are those of Armand H. Griffith, the second director of the Detroit Museum of Art (the predecessor of the Detroit Institute of Arts), which cover the Art Loan Exhibition and early history and founding of the museum; and the Clyde H. Burroughs Records, which contain information on the various Federal Arts projects, 1933-36, and the *Detroit Industry* murals by artist Diego Rivera, located in the museum's Garden Court (now Rivera Court). The Archives also has extensive holdings or original documents in the area of twentieth century puppetry. The Paul McPharlin Puppetry Collection contains the papers of noted American puppeteer Paul McPharlin, and forms the nucleus of the Archives' puppetry holdings. This collection is supplemented by the records of the curators and by the records of the Puppeteers of America, which has designated the Archives of the Detroit Institute of Arts as the official repository for its records.

An oral history project was begun in 1982 through a grant from the National Endowment for the Humanities with additional funding from the museum's Founders Society. This project, which seeks to supplement existing historical information with tape-recorded interviews focusing on the development of the museum, its art collection and physical plant, includes interviews with a broad range of individuals, such as former directors, trustees, arts commissioners, collectors, curators, and volunteers.

For additional information on the Archives contact Archivist Cheryl A. Wagner, Museum Archives and Records Center, Detroit Institute of Arts, 5200 Woodward Ave., Detroit, MI 48202.

## L.A. NATURAL HISTORY MUSEUM ARCHIVES PARTICIPATES IN TANSI PROGRAM

This past year the Natural History Museum of Los Angeles County participated in an NHPRC funded project to establish guidelines for the creation and maintenance of archives in Natural Science Institutions. Seven institutions, formally known as The Associated Natural Science Institutions (TANSI), held several meetings to discuss the status of their archives, and consultants were hired to visit each institution and make recommendations regarding their archival programs.

The Archives began in 1980 when museum staff members met and created guidelines for the establishment of an Archives. The resources and collection of the Archives have grown steadily since that time, to include photographs, maps and architectural drawings, scientific illustrations, museum office files, and publicity and exhibit program files.

Contact John Cahoon, Natural History Museum of L.A. County, 900 Exposition Blvd., Los Angeles, CA 90007 for more information.

## CALENDAR NEWS

*Mid-Atlantic Regional Archives Conference*

Place: Baltimore, MD

Dates: May 8-9, 1987

Contact Arthur Breton, Archives of American Art, 8th and F Sts. NW, FA-PG Bldg., Washington, D.C. 20560, (202) 357-2781. An informal meeting of museum archivists from the mid-atlantic region will be held during the conference.

*National Council on Public History*

Place: Washington, D.C.

Dates: April 24-26, 1987

Contact the Society for History in the Federal Government, which is co-sponsoring the meeting, P.O. Box 14139, Ben Franklin Station, Washington, D.C. 20044.

*Art Libraries Society of North America*

Place: Washington, D.C.

Dates: February 13-19, 1987

Contact Caroline Backlund, National Gallery of Art Library, Washington, D.C. 20565, (202) 842-6510.

*Association of Art Museum Directors*

Place: Houston, TX

Dates: January 21-23, 1987

Contact Karen Bremer, Museum of Fine Arts, Houston, P.O. Box 6826, Houston, TX 77265, (713) 526-1361. The meeting is being co-hosted by the Museum of Fine Arts and the Contemporary Arts Museum.

An exhibition entitled, *The Bauhaus Era in Germany and America: Documents from the Archives of American Art - Smithsonian Institution*, is currently on view through December 31 at the Boston Public Library. A catalogue accompanies the exhibition.

REPORTING FORM

MUSEUM ARCHIVIST NEWSLETTER

INSTITUTION \_\_\_\_\_

ADDRESS \_\_\_\_\_  
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TELEPHONE \_\_\_\_\_ PERSON REPORTING \_\_\_\_\_

NEWS & INFORMATION FROM ARCHIVES (Special events, recent publications, grants awarded, recent acquisitions, general news on archives, etc.)

RETURN FORM TO: Kathleen Robinson  
Archives Department  
Museum of Fine Arts, Houston  
P.O. Box 6826  
Houston, TX 77265

or CALL: (713) 526-1361

Please use back and additional sheets if necessary, or attach material previously prepared.