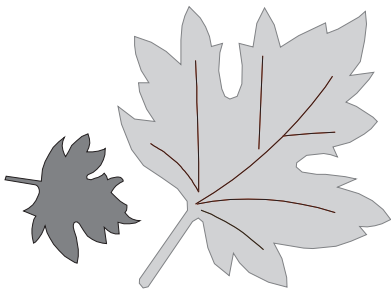


## In This Issue

- 2 Collections Care Calendar
- 3 Do's and Don'ts
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### It's Fall! Have you...

- inspected the buildings and grounds after the busy summer season?
- cleaned gutters?
- planned for winter weather, including snow removal and shutting off water supplies that might freeze?

## Spotlight on a CAPped Museum

The Nichols House Museum (NHM) in Boston, Massachusetts, is an 1804 townhouse attributed to architect Charles Bulfinch. It exhibits the domestic life of a typical family of Beacon Hill at the turn of the 19th century.

In 2000, the museum went through the Conservation Assessment Program. Robert Mussey conducted the collections assessment, and Frederic Detwiller was the historic buildings assessor. According to the museum's Director, Flavia Cigliano, the reports helped establish the museum's first maintenance plan and reinforced the importance of interior climate monitoring. Additionally, the museum used the reports to raise over \$265,000 for preservation projects for both their collections and historic structure.

For the collection, the museum received three grants totaling over \$12,500 through the National Endowment for the Humanities' Preservation Assistance Grants. The first grant, in 2002, was for the purchase and installation of environmental monitors. In 2004, another grant funded a detailed assessment of upholstered and wooden furniture. The most recent grant was in 2006 for a detailed assessment of environmental conditions and the development of a preservation plan.

The NHM was also awarded three grants from the Institute of Museum and Library Services (IMLS). Two grants were through the Conservation Project Support program (\$11,561 in 2003 to install ultraviolet light filtering panels and \$58,671 in 2006 to conserve 25 furniture pieces), and the third grant was through the Museums for America program (\$58,895 in 2006 to inventory, accession, catalogue, and photograph the permanent collection). Not only was the CAP report instrumental in obtaining these grants, but it also helped garner support from a foundation that awarded \$33,600 to partially match the Museums for America cataloguing grant.

In 2005, the NHM cited Frederic Detwiller's report and received \$37,500 from the Massachusetts Historical Commission (MHC) for the rehabilitation of two rear utility sheds adjoining the Nichols House. The Cabot Family Charitable Trust awarded a \$5,000 match for the MHC grant. Through another building preservation project to replace the slate roof of the house, the museum received \$50,000 from another local foundation.

"I found that funders like to see that you give thought to a conservation hierarchy of work," advises Ms. Cigliano. "I was able to get significant funding from federal agencies, private foundations, and individual donors because I proved, by submitting our CAP recommendations with funding proposals, that I was addressing the most critical conservation issues in a planned and systematic manner."

The Nichols Museum staff keeps in close touch with assessor Robert Mussey. He served as the consultant for an NEH grant and two of the IMLS grants, as well as giving advice on numerous other projects.

*Thanks to Flavia Cigliano for her assistance with this article.*

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## Help Keep Our Files Current!

Was this newsletter addressed to someone who is no longer with your museum? If so, please let us know! We would like our records to be up-to-date. Please send any changes to [cap@heritagepreservation.org](mailto:cap@heritagepreservation.org).

## Tell Us Your Story!

If CAP jump-started collections care efforts at your museum, please let us know! We are interested in learning about your efforts in implementing recommendations from your CAP report, long-range planning, fundraising, or community outreach. Send your story to [cap@heritagepreservation.org](mailto:cap@heritagepreservation.org).



## Collections Care Calendar

- Oct. 15-19 “Collections Emergency Response Training (AIC-CERT) program,” Shepherdstown, WV, American Institute for Conservation of Historic and Artistic Works, 202-452-9545, <http://aic.stanford.edu>
- Oct. 16-17 “Identification and Evaluation of Mid-20th-Century Buildings,” Oklahoma City, OK, National Preservation Institute, 703-765-0100, [www.npi.org](http://www.npi.org)
- Oct. 17 “Caring for Three-Dimensional Objects,” Philadelphia, PA, Conservation Center for Art and Historic Artifacts, 215-545-0613, [www.ccaha.org](http://www.ccaha.org)
- Oct. 17-19 “Section 106: An Introduction,” San Diego, CA, National Preservation Institute, 703-765-0100, [www.npi.org](http://www.npi.org)
- Oct. 17-20 “Modern Drawing and Painting Media,” New York, NY, American Institute for Conservation of Historic and Artistic Works, 202-452-9545, <http://aic.stanford.edu>
- Oct. 23-25 “2007 Southeast Cemetery Monument Conservation Workshop,” Pensacola, FL, The National Center for Preservation Technology and Training and the University of West Florida, 318-356-7444, [Jason\\_Church@contractor.nps.gov](mailto:Jason_Church@contractor.nps.gov)
- Oct. 24-25 “Historic Landscapes: Planning, Management, and Cultural Landscape Reports,” Denver, CO, National Preservation Institute, 703-765-0100, [www.npi.org](http://www.npi.org)
- Oct. 24-25 “NEPA Compliance and Cultural Resources,” Portland, OR, National Preservation Institute, 703-765-0100, [www.npi.org](http://www.npi.org)
- Oct. 24-25 “A Race Against Time: Preserving Our Audiovisual Media,” Cleveland, OH, Conservation Center for Art and Historic Artifacts, cosponsored by PALINET, 215-545-0613, [www.ccaha.org](http://www.ccaha.org)
- Oct. 27-  
Nov. 17 “Seminar for Historical Administration,” Indianapolis, IN, American Association for State and Local History, American Association of Museums, Colonial Williamsburg, Indiana Historical Society, the National Museum of African American History and Culture, and the National Trust for Historic Preservation, [www.aaslh.org](http://www.aaslh.org)
- Nov. 6-9 “Preventive Care of Historic and Artistic Works on Paper and Photographic Materials,” Ithaca, NY, Department of Preservation and Collection Maintenance, Cornell University, 607-255-2484, [www.library.cornell.edu](http://www.library.cornell.edu)
- Nov. 12 “Housekeeping Basics for Historic Structures,” Philadelphia, PA, Conservation Center for Art and Historic Artifacts, 215-545-0613, [www.ccaha.org](http://www.ccaha.org)
- Dec. 1 **Conservation Assessment Program Application Deadline,** Heritage Preservation, [www.heritagepreservation.org/cap](http://www.heritagepreservation.org/cap)



## Focus on Fundraising: *Capitalize on Collections Care*

This past summer, Heritage Preservation updated *Capitalize on Collections Care*, a publication that outlines principles and strategies to garner support from the private and public sectors. Examples from a variety of collecting institutions show how to raise the visibility of collections care so that fund raising for preservation and conservation can be successful. Download it free from the Heritage Preservation Bookstore (<https://www.heritagepreservation.org/catalog>) or order a printed version for a nominal fee.

## National Task Force Releases New Tools to Protect Cultural Heritage

A new collection of handy tools designed especially for libraries, archives, museums, historic sites, and historic preservation and arts organizations has been released by the Heritage Emergency National Task Force. The tools are the result of the Task Force's "Lessons Applied" initiative to develop practical applications for the lessons from Hurricane Katrina, such as helping cultural institutions apply for disaster aid and developing relationships with emergency responders.

The new tools are available at [www.heritageemergency.org](http://www.heritageemergency.org) as free downloads:

- Tips for Working with Emergency Responders
- Guide to Navigating FEMA and Small Business Administration Disaster Aid for Cultural Institutions
- MayDay: One Thing You Can Do for Emergency Preparedness
- Recommended Professional Emergency Management Training.

For more information, visit [www.heritageemergency.org](http://www.heritageemergency.org) or contact Mary Rogers at 202-233-0800 or [taskforce@heritagepreservation.org](mailto:taskforce@heritagepreservation.org).

## National Conservation Summit Connects Collections Professionals from Across the Country

On June 27 and 28, 2007, the Institute of Museum and Library Services (IMLS) and Heritage Preservation convened Connecting to Collections: The National Conservation Summit, bringing more than 300 museum, library, and archives professionals together. In a series of presentations and discussions, a standing-room only crowd of summit participants exchanged ideas about how to improve the care of their collections by working with outside experts, new technologies, the public, and funding sources.

Four representatives—two from libraries and two from museums—from small to medium-sized institutions in each state were invited to attend the summit in Washington, DC. They were joined by representatives of granting agencies, conservation organizations, and others knowledgeable about the preservation of collections. The summit opened with welcoming remarks from Anne-Imelda M. Radice, Director of IMLS, and Lawrence L. Reger, President of Heritage Preservation. First Lady Laura Bush welcomed the participants via video.

Some past CAP participants who attended the Summit were: Sylvan Kaufman, Conservation Curator at the Adkins Arboretum in Ridgely, MD; Bonnie Ekdahl, Director of the Ziiibiwing Center in Mt. Pleasant, MI; Elizabeth Acosta, Natural Areas Coordinator of the Elm Fork Nature Preserve in Car-

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## Do's and Don'ts: Delicate Artifacts



**DON'T** touch surfaces with weakly attached coatings, pigments, charcoal, or chalk. **DO** protect these types of objects from vibration, air currents, and dust. **DO** be aware of the fragments, pigments, and surface dust that can be transferred to other objects.

Reprinted with permission from *A Guide to Handling Anthropological Collections* by Nancy Odegaard, illustration by Grace Katterman, Western Association for Art Conservation (WAAC), 1991. Copies may be purchased from WAAC c/o Donna Williams, Williams Art Conservation, 5180 West Jefferson Blvd, Los Angeles, CA 90016; [d.j.williams@att.net](mailto:d.j.williams@att.net); 323-936-2331. The books are \$8.95 each or \$6.60 each for orders of 10 or more (prices include U.S. postage). Books are also available in Spanish.

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**One Thing You Can Do: Apply for the Free Connecting to Collections Bookshelf**

The Institute of Museum and Library Services (IMLS), in cooperation with the American Association of State and Local History, is offering 2,000 free copies of the Connecting to Collections Bookshelf, a core set of books, DVDs, online resources, and an annotated bibliography that are essential for the care of collections.

The IMLS Bookshelf focuses on collections typically found in art or history museums and in libraries' special collections, with an added selection of texts for zoos, aquaria, public gardens, and nature centers.

The IMLS Bookshelf will be awarded free in two application periods: Sept. 1 - Nov. 15, 2007, with recipients announced in February 2008; and March 1 - April 15, 2008, with recipients announced in July 2008.

Instructions, qualifications, and the content of the IMLS Bookshelf, along with the online application, can be found at [www.aaslh.org/Bookshelf](http://www.aaslh.org/Bookshelf). For more information, e-mail Terry Jackson at [jackson@aaah.org](mailto:jackson@aaah.org) or call 615-320-3203.

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rollton, TX; Deborah Staber, Curator of the L.C. Bates Museum in Hinkley, ME; Ruth McSween, Curator of the Navy UDT-SEAL Museum in Ft. Pierce, FL; and Katherine Vollenweider, Executive Director of the Sequim Museum & Arts Center in Sequim, WA.

The summit launched IMLS' *Connecting to Collections* initiative, which also includes four forums in cities across the nation during 2008 and 2009; The IMLS Connecting to Collections Bookshelf comprising books, bibliographies, a guide to online resources, and DVDs; and Planning Grants to each state, commonwealth, and territory for the purpose of creating conservation plans to address the Heritage Health Index recommendations.

For more about the Connecting to Collections Summit and Initiative, visit the IMLS Web site, [www.imls.gov](http://www.imls.gov).

**Award for Outstanding Commitment to the Preservation and Care of Collections**

Do you know an institution that can serve as a model to its peers in its care of collections? Nominate it for the 2008 Award for Outstanding Commitment to the Preservation and Care of Collections!

The award is given by the American Institute for Conservation of Historic and Artistic Works and Heritage Preservation to honor organizations that have shown a sustained and exemplary commitment to conservation and collections care. The award committee is eager to recognize smaller institutions as well as large ones; recipients in previous years have included the Historical Society of Frederick County (MD), Toronto's Bata Shoe Museum, Alden B. Dow Home and Studio in Midland, Michigan, and the Cleveland Public Library.

For more information, nomination guidelines, and a list of previous recipients, visit [www.heritagepreservation.org/awards](http://www.heritagepreservation.org/awards). Nomination materials, including letters of support, must be postmarked by December 15th and sent to the AIC office: AIC, 1156 15th Street, NW, Suite 320, Washington, DC 20005-1714.

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