

RC-WR

REGISTRARS' COMMITTEE - WESTERN REGION

December, 1986

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NEWSLETTER

NEW FACES IN
NEW PLACES

Judy Mowinckel has resigned as Asst. Registrar at The Norton Simon Museum of Art to accept the position of secretary for the Decorative Arts Dept. at LACMA.

Brad Williams has resigned as Registrar for the Hebrew Union College Skirball Museum. He is now Director of the Pasadena Historical Society.

David Zipkin is the new Registrar at the Arizona Historical Society in Tucson.

Betsy Severance was promoted from Asst. to the Curator to Registrar at the Newport Harbor Art Museum.

Cynthia L. Irby has been appointed Collections Manager of the Children's Museum in Portland, Oregon.

Charles Carroll will fill Edward Mayo's shoes as Senior Registrar at the Museum of Fine Arts, Houston.

Jack Rutland has been promoted to Registrar at the Portland Art Museum.

HELP!!!!!!!!!!!!

The Santa Barbara Museum of Art has an opening for an Acting Registrar from May 1st through September. The museum Director is looking for someone with 3-4 years of museum registration experience. Salary will be commensurate with experience. Contact Elaine Dietsch, Collection Manager, for further information. Her number is (805) 963-4364. (By the way, congratulations go to Elaine and her husband...they are expecting a baby in June.)

Hebrew Union College Skirball Museum has an opening for a full-time registrar. The position carries primary responsibility for management and care of a 15,000 object collection of Judaic art and artifacts. Candidates should offer a working knowledge of registration methods. Previous experience, strong organizational and supervisory skills and Judaica or art history background required. Computer experience preferred. Outstanding benefits and growth potential. Send resume and salary history to Grace Grossman, Curator, HUC Skirball Museum, 3077 University Ave., Los Angeles, CA 90007.

To submit information or articles to the RC-WR Newsletter please contact
Paula March Romanovsky, Editor. The Fine Arts Museums of San Francisco
Golden Gate Park
San Francisco, CA 94118
(415) 750-3678

UPCOMING
WORKSHOPS

A workshop is scheduled for late February focusing on "History and Handling - Clothing and Textiles." This workshop is being organized by Jan Loverin, Asst. Registrar at The Nevada State Museum in Carson City, Nevada. For more specific information contact Nevada's state rep, Robert Nylen at (702) 885-4810.

The next workshop and meeting of the Northern California Registrars' Committee will be held at Stanford University's Museum of Art on February 9, 1987. The topic will be "Protecting Collections in Storage from Earthquake Damage." Louis Goldich, Registrar at the San Diego Museum of Art and Prof. Anshel Schiff from the Dept. of Civil Engineering at Stanford will be the speakers. The workshop will meet from 10:00 am - 4:00 pm. For further information call Paulette Hennem, Northern California's rep at (916) 449-5423.

MISCELLANY

From the Arizona Association of Museums Newsletter.....

The Arizona Historical Society's Field Services Office is conducting a pilot program in conjunction with the Pimeria Alta Historical Society and the Bisbee Mining and Historical Museum to create a museum registration manual for museums with limited staff. The three historical organizations have pooled their funds to hire Larry Tanner. He will develop the manual and train staff and volunteers at both sites in its use.....WHAT A GOOD IDEA!

Jack Rutland of the Portland Art Museum and Eric Slade have produced a video presentation, Facing the Challenge TOGETHER: The Impact of Aids. The premier screening was in Portland on Dec. 4th.

MEETINGS.....

"Law and the Arts"

THE LAW AND THE ARTS

On November 22nd the California Western School of Law in San Diego sponsored a conference on the Law and the Arts. John Merryman, art and law specialist, currently teaching at Stanford, gave the keynote address. Peter Karlen, San Diego attorney, discussed artist and collector relations. Steven Brezzo, Director of the San Diego Museum of Art, dealt with the impact of legal fees on cultural institutions. For more information regarding this conference, contact Sarah Lloyd Trux of the California Western School of Law.

Western Museums
Conference

A gracious group of committee members reports on some of the more pertinent sessions held at the Western Museum Conference in October. These reports are followed by the official minutes for the Registrars' Committee Business Meeting.

*****DESIGNS FOR PROTECTION AND RECOVERY FROM FIRE,
EARTHQUAKE AND POLLUTION by Margaret A. Willard,
Asst. Registrar for the Bowers Museum

Mr. Robert Wark, Curator of the Huntington Art Gallery, introduced this session by describing the fire that occurred there on October 17, 1985. He highlighted some of the important preventive measures to take: 1) No isolated spaces should be without heat or smoke detectors, 2) A disaster plan should be coordinated with the fire and police departments, 3) Museum staff should be familiar with outside resources for help, 4) The museum should retain additional storage space to move works of art in a disaster, 5) The museum should determine the amount of insurance needed and the area of greatest potential loss, and 6) A complete shutdown of the facilities should be avoided if possible; if this is not possible the closure should be used to best advantage for the upgrading of exhibition and storage areas.

A defective ballast box in the elevator roof started the Huntington fire. Because there were no heat detectors within the elevator, the fire had been allowed to burn and spread, with enough pressure building to open the elevator doors sending a ball of fire into the main hallway, causing extensive damage throughout the gallery. Because the fire dept. conducts monthly rehearsals at the gallery, they were familiar with the layout and the fire was extinguished within minutes. Through the generous services of of Glen Cass' lab at the CA Institute of Technology, the art gallery obtained an analysis of the soot before proceeding with restoration, determining the rate at which restoration could safely proceed. An unused room provided one of the areas where museum objects could be stored and repaired until their return to the main gallery.

Three speakers discussed the next topic of air pollution and its effects on museum objects. Air quality specialist, Margaret Hogan and Daniel Grosjean, President of an environmental reseearch firm address two issues: 1) What are the pollutants of concern, and, 2) What are the

material damage effects? Mrs. Hogan spelled out some of the pollutants most studied by the Federal Government, such as Ozone, Nitrogen Dioxide and Particulate Matter which most affect the Southcoast Basin. It was interesting to note that the lowest incidence of pollution occurs along the coast. Mr. Grosjean mapped out major pollutants in the museum environment and their related indoor and outdoor concentrations. He reported on the damage effects of ozone on paintings (where some pigments fade rapidly), paper (where there is cellulose destruction), textiles, furniture and metals; of sulphur dioxide upon paper (which becomes brittle), textiles (which deteriorate) and leather (which loses strength); and of particulate matter upon many surfaces which are coated with deposits containing reactive chemicals or which enable these surfaces to absorb chemically reactive gases.

Pollution control was outlined by William Nasaroff, a Ph.D. candidate in Environmental Engineering at the CA Institute of Technology. He offered solutions to the questions of what are appropriate guidelines for preventing damage and how can a museum control these exposures? 1) Prohibit smoking in the building - Minimize use of furnishings that emit hazardous pollutants - separate activities associated with pollutant vapors from the museum collections. 2) Encase objects on display in non-hermetically sealed cases and containerize objects in storage. 3) Reduce ventilation rates when outdoor concentrations are high, and install air cleaning devices, such as activated charcoal filters for ozone and hepa filters for particulate matter.

In the final topic covered by the session, Professor Schiff of Stanford warned of the inevitability of earthquakes and the steps a museum must take for prevention. Louis Goldich, Registrar at the San Diego Museum of Art, has instituted a major earthquake program at his museum. Some of his economical suggestions included: the use of bungee cords or garden netting with vilcro hold-downs on shelf fronts, the placement of expanded polystyrene or ethafoam cutouts around large unstable objects, containerize small objects and brace bins and drawers. Use screens with double-ended bolt snaps to secure paintings and cover all metal braces and shelves with foam. Bruce Metro, Head of Display Preparations at the Getty added some useful hints for objects on display: suspend paintings by wire rather than

just hooks, weight pedestals to lower the center of gravity, broaden base of narrow pedestals with a metal foot, use rubber bumpers on the bottom corners of paintings and use plexi rather than glass shelving for display.

The session was extremely informative in all the areas covered and the preventive measures were reasonable and affordable.

*****CONTRACTS: SPECIFIED, IMPLIED, ORAL AND WRITTEN by
Rozelle Overmire, Registration Intern, Fine Arts
Museums of San Francisco

Marjorie Maguire Schultz, a lawyer and lecturer at the U.C. Berkeley School of Law defined a contract as a promise that the law will enforce. Who can come to a contract agreement? Anyone, except minors or mentally deficient people. Another limitation would be a contract that was formed to perform socially objectionable actions. Reasons for unbinding contracts may be improper conditional demands and questionable circumstances during bargaining.

The key to a good contract is clarity and precision. Common misconceptions about contracts are that they must be written. This is not necessarily true. Only 3 types of ctracts must be written: 1) Contracts on the sale or purchase of goods over \$500, 2) Contracts about land or leases over \$500, and 3) Contracts that take more than a year to perform.

An informal contract can be implied by simple conduct or behavior, or by spoken words. If there is a court dispute on this informal contract, the court uses what a reasonable person might understand in the situation. Gift promises are not usually enforceable since they are swayed by emotion, family gratitude and other shaky reasons. When developing employee contracts, written contracts are preferred. A person who copyrights a product owns it for a specific time and may sell, lend or reproduce it. Copyright agreements between employer and employee must be clearly specified.

*****IMAGE PROCESSING AND TEXT-BASED DATA: A LOOK TO
THE FUTURE by Rozelle Overmire

Ron Eggerman and Howard Besser from the University Art Museum in Berkeley are developing a digital computer system to record collection records and images. Digital systems are unlike analog systems, such as t.v. and videodisc, because they capture the information in numbers rather than waves. Digital systems give a better image quality with more choices of color. A copy of a digital image is the same as the original and an operator can zoom in and out and change colors. However, storage is still costly and takes much more space than analog systems.

U.C. plans to use this system in research and classroom teaching. They have just invested in 2,000 simultaneous-use workstations, a network linked by high speed lines and laser printers. The fiber optics in phone lines will allow documents to be printed at each building. Besides better indexing and cataloguing, this system will increase access to the collection through electronics. The collection will be saved the wear and tear of handling. Staff time will also be saved and viewers of the material can have access after museum hours. The museum expects to use it as a control on liability through condition reports tracking before and after changes of a particular object. Color change will reflect temperature and humidity changes or other types of deterioration. Restoration repair can be simulated before it is done. Old photos can be copied and stored forever in digitized form. Curatorial research for exhibits will be especially encouraged.

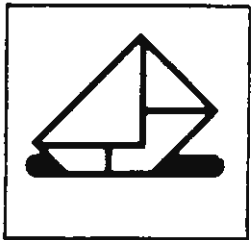
The session provoked alot of audience reaction. Some felt it would separate people further from the real objects in the collection. The originators insisted that this system was only a tool to help researchers work better and faster. Another issue was image quality. This problem was to be solved by creating another skilled position, the museum photographer. Slides demonstrated the eriminal display, a screen with text and window images. Photos are taken of objects in full view or raking view. Slides can be made directly or the image can be printed. It will be several years before this system is up and running. By the 1990's library terminals will have this browsing capacity, allowing readers to sample the table of contents or even a sample chapter of a book.

THE EMPTY SPACE: DESIGNING EXHIBITIONS FOR THE SURVIVAL OF OBJECTS by Paulette Hennem of the Crocker Art Museum

In a panel discussion by Leslie Kruth, Paper Conservator of Works of Art on Paper, Inc., Bruce Metro, Head, Display Preparations and Jerry Podany, Associate Conservator, The Getty Museum, moderated by Georgia Freedman-Harvey, Exhibitions Coordinator, Fischer Gallery, U.S.C., potential sources of damage to items on display were discussed. It was noted that while objects in storage are usually afforded some measure of protection, museums need to be more aware of protecting objects on display. The types of damage discussed were: heat and light, humidity, earthquakes and handling and/or visitor damage. Anchoring their discussion around an imaginary gallery space, the panelists illustrated and discussed possible occurrences and their effects on different types of objects. Each speaker offered a variety of solutions for each problem addressed.

JOIN!!!!!!!!!!!!!!
RENEW!!!!!!!!!!!!
NOW!!!!!!!!!!!!

THE OBJECTIVES OF THE RC-WR ARE TO INITIATE & SUPPORT LOCAL ACTIVITIES THAT HELP CREATE AN ATMOSPHERE OF UNDERSTANDING, RESPECT, COMMUNICATION AND COOPERATION AMONG REGISTRARS. Membership is open to museum professionals who have the title and/or duties of Registrar or Assistant Registrar, including Museum Packers and Technicians. We are not concerned whether you also belong to the WMC or AAM or any other group. We are affiliated with the National Registrars Committee of the AAM and are part of that network, but membership in the two groups is not required. JOIN NOW FOR CALENDAR YEAR 1987.



Name: _____ Title: _____
Institution: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Telephone #: _____
Membership Category: Active \$5.00 Associate \$5.00
Contribution \$ _____
Total Amount Enclosed: _____

PLEASE MAKE CHECKS PAYABLE TO: Registrars' Committee - Western Region
MAIL TO: Louis Goldich, Registrar
Treasurer, RC-WR
San Diego Museum of Art
P.O. Box 2107
San Diego, CA 92112-2107

MINUTES FROM THE BUSINESS MEETING FOR THE RC-WR HELD DURING THE WESTERN MUSEUMS CONFERENCE. . . . Submitted by Martha Fulton-Stout, Secretary.

ANNUAL BUSINESS MEETING OF THE REGISTRARS COMMITTEE - WESTERN REGION
Wednesday, 24 September 1986
Western Museums Conference, Los Angeles Hilton Hotel

Committee Chairperson, Renee Montgomery, called the meeting to order.

I Introduction of voting and non-voting associate members present
II Approval of minutes from the 1985 Annual Business Meeting - Ted Greenberg
The minutes of the 1985 Registrars Committee Annual Business Meeting held during WMC in Salt Lake City were read by Ted Greenberg. It was moved that the minutes be changed, under the section New Business to indicate following: "A unanimous vote was passed making packers and preparators full members of the RC-WR", rather than associate members. The minutes were approved as corrected.

III Treasurer's Report - Louis M. Goldlich
Louis Goldlich reported that the committee as of 22 September 1986 had a balance of \$3,131.28. He reminded members to make workshop registration payment procedure clear regarding which organization the check is to be made payable. If done incorrectly, it makes it difficult for him to deposit the checks in the RC-WR account. Also the amount of our membership dues has been misunderstood: it is still \$5.00 per year. Louis also reminded state Reps. that he can provide them with mailing labels.

IV Secretary's Report - Martha S. Fulton-Stout
Martha reported that the majority of her activities have concentrated on the RC-WR Member Survey. She began compiling results after the AAM meeting in June, but because of the low number of responses, she has not published the final results. A second mailing was made of the Survey on September 15th and she urged all present to take a few minutes to complete the Survey and return it to her. Renee asked if anyone present had not received a RC-WR Member Survey and several were handed out.

V Newsletter Editor's Report - Paula March Romanovsky
Martha Fulton-Stout gave a brief report for Paula who was unable to attend the meeting. Paula wanted to thank everyone who has taken the time to submit material for the Newsletter. She loves it! Your efforts have helped make the Newsletter more meaningful and she hopes your suggestions would not let up in the months to come. Renee added that the committee has published three Newsletters since the last meeting: December 1985, June and September 1986 and a fourth will be printed in October with a report on this business meeting. The committee will make every attempt to publish four per year. Both Renee and Louis mentioned that our Newsletter is well-distributed in the field. That the RC-WR is on 240 important mailing lists and, in turn, 14 other organizations are on our mailing list.

Renee also mentioned that the new AAM AV/50 Editor, Tracey Linton Craig, was very interested in receiving information from the RC-WR. Renee introduced Lisa Kallm who would be taking photographs of the committee members during the conference for inclusion in the upcoming Newsletter.

VI State Representative's Reports

A. Alaska - Judith Hauck
No report has been received.

B. Arizona - Kathryn Edgari
Report was read by Renee. Due to undergoing medical treatment for a permanent illness, Kathryn has not been very active as the Arizona State Rep. The Arizona Museum Association held its annual meeting in Phoenix, 10-11 April 1986, with three sessions of special interest to Registrars: "Computer Applications for Museum and Collections Management Data", "Conservation Ethics" and "Quality Comes in Small Packages". The computerization session included a roundtable panel where existing applications of automation were presented and participants added their own experiences and insights.

C. Northern California - Paulette Hennum
Paulette reported that in June 1986 a mailing list was developed and membership letters and workshop announcements were sent to approximately 275 Registrars and museum professionals. A workshop and business meeting was held on July 27, in Oakland, where 45 persons attended. The purpose of the meeting was to discuss (California) Senate Bill 603, "Old Loan" legislation. Guest speakers included Judith Teichman, Deputy City Attorney for the City and County of San Francisco, Barbara Finkle, Associate General Counsel for a San Francisco Corporation, Renee Montgomery, Registrar, Los Angeles County Museum of Art, and Betty Sarr, Registrar of Museum Collections, California Department of Parks and Recreation. After comments by the panelists regarding the law and its implementation, all broke into groups to discuss applications of the law to hypothetical situations. The next workshop will be held in January or February 1987. Susan Roberts-Manganelli, Registrar, The Stanford University Museum, has offered to host this workshop. Joanne Avant, Registrar, The Haggin Museum, Stockton, Ca, has offered the summer workshop site. Topics for both Spring and Summer workshops have not been developed at this time.

D. Southern California - Louis M. Goldlich
Louis reported on the group's first (actually 5th) meeting/workshop held 24 January 1986, in San Diego. Topics included: "Structural Vulnerability of Museums and Historical Buildings", "Safeguarding Objects in Storage", and "Safeguarding Objects on Display" and a behind-the-scenes tour of the San Diego Museum of Art storage facility following the presentations. The group's second 1986 meeting (actually the group's 6th) was held yesterday, 23 September, hosted by the California Afro-American Museum and underwritten by The J. Paul Getty Museum. The workshop

was attended by approximately 100 persons with membership in the RC-WR required of all who participated. This added 54 new members to our roster. February 1987, will bring involvement in the California Association of Museums meeting to be held at the Palm Springs Desert Museum. The topic for the Registrar's session has not been finalized and members are encouraged to make suggestions to Louis. Membership in the Southern California Registrar's Committee is at 170 and growing.

E. Hawaii - Peggie Ehike

Betty Long, Registrar, Contemporary Arts Center, Honolulu, read Peggie's report. A small gathering of registrars met during the Hawaii Museums Association Spring Meeting and discussions centered on the Fall Collections Management Workshop sponsored by the Hawaii Museums Association and the Smithsonian Institution Office of Museum Programs. That workshop took place September 16-19. Much of Peggie's energies have centered around that workshop made possible through grants from the Smithsonian Institution and Hawaii Museums Association. The workshop, which proved to raise the awareness of collections concerns in Hawaii, was attended by 25 persons from 17 institutions including a member from American Samoa. The speakers were Stephen Wall, Deputy Director of the Hirshhorn Museum and Sculpture Garden, Anita Manning, Assistant Director/Collections Management at the Bishop Museum, and Michael A. Shea, Attorney with the firm of Goodwill, Anderson, Quinn and Stifel. Mary Case, new Director of Registration at the Smithsonian, came on her own to attend the workshop. Peggie has also completed several grant applications to the Hawaii Museums Association for training programs in collections. Peggie would like to be released from her duties as State Representative for Hawaii in 1987.

F. Idaho - Jody Hawley

Renee read from Jody's report. In February, she accumulated a mailing list and sent out RC-WR brochures with a letter of introduction and the responses to this mailing have been small. Also in February, she mailed petitions concerning Virginia Mann. On October 24 and 25, the Idaho State Historical Society will hold its Annual Meeting. As part of that meeting, the Collections Department will present a session on preserving family heirlooms with tips on conservation, storage, and care. Jody plans on another membership drive for the committee in November and she continues to promote the committee with each request for information she receives.

G. Nevada - Bob Nylen

Bob telephoned his report to Renee prior to this meeting. He has concentrated on increasing the membership within Nevada this year. With a mass mailing to 40 professionals he felt would be interested in joining the RC-WR. This was a departure from previous mailing strategies that concentrated only on the larger museums and cities in the state. His efforts have been successful with a 400% increase in members (from three to 15) which now includes individuals from smaller outlying areas of Nevada. Bob makes an effort to keep in touch with members by telephone. A workshop is

being organized after the first of next year. "Conservation and Care of Costume Collections". Assistant Registrar, Jan Lovrin, who has a degree in costumes and textiles, will conduct the workshop held at the Nevada State Museum, Carson.

H. Oregon - Becky Slade

Becky reported that it has been a busy year for her in Oregon. She sent out a mailing to 48 persons in July. The Oregon Registrars met in July with 48 persons attending. This was their first meeting in almost three years. The meeting was entitled: "The Paper Trail, Miles and Miles of Piles" and concentrated on documentation of the collections and a discussion new Oregon consignment legislation. It was a very successful meeting. She reports that Oregon has added 26 new members, up from 7. Their second meeting will be held in February, 1987, at the Lane County Historical Museum, the topic will be basic textile conservation. Becky has taught two classes at the University of Oregon and hopes to do some presentations in the future.

I. Utah - T. Michael Smith

No report has been received at this time.

J. Washington - Ray Swenson

Renee read from Ray's report. On November 1, 1985, a workshop was held at the Eastern Washington State Historical Society, Spokane. Lynn Hemmert, Registrar, was the hostess and spoke on storage systems for the 80's concerning the Space Saver system of compacting storage. Ray gave a report from the Spring 1985 meeting held in Toppensish where those in attendance discussed problems with the Chenhall Nomenclature system, especially with regard to ethnic, natural history, and other areas of collecting not treated by Chenhall. The workshop concluded with a short brainstorming session.

Renee reported that Jackie Cunningham, Registrar, Albuquerque Museum, is interested in reviving the Mountain - Plains Registrar Committee which has been inactive for some time. Jackie requested names of our officers and those of our State representatives for her to call upon for assistance in restarting their committee.

VII. Development Officer's Report - Anita Feldman

Anita reported on her activities of the past year in this new committee position. She has emphasized memberships and the renewing of old memberships. Associate members are also becoming very important to the committee and are encouraged to write articles for the Newsletter. Anita has sent letters to donors who contribute more than \$5.00 per year, thanking them for their support and indicating how that money was used by the committee. Her new goal is having the Newsletter and workshops underwritten.

Renee reported on membership statistics. We have the largest membership of any regional committee of the Registrars Committee. The WMC has a membership of 518 and the RC-WR, with a membership of 381, may soon reach and exceed that level.

VIII Report. June 1986 Registrars Committee Board Meeting, AAM Annual Meeting, New York City - Louis M. Goldich
 Louis, as RC-WR Treasurer stood in for Renee. Karol Schmalegel, reported that *Orderly Thinking* was now in the hands of a professional editor and that publication will occur in 1987. The Registrars Committee developed three products: a carpenter's apron, pocket patch, and logo stamp. All can be purchased through the National Registrars Committee.

IX Report MNC Board Meeting - Renee Montgomery
 Renee reported that the meeting was not very positive for the Registrars Committee. Of the 515 registered for this conference only 44 were members of the RC-WR. She attributes this low participation to the close proximity of NASLH next week in Oakland with approximately 1,000 expected to attend and to this conference's topic: DESIGN. This year's MNC meeting has had a tremendous response from the museum community with 600 expected to participate in the three days of meetings. The 1987 MNC Annual Meeting will be held in Portland, Oregon, September 16-19, 1987 at the Portland Hilton Hotel. The theme proposed for this conference is "Earned Income".

The MNC will now move to specialized conferences on specific topics and leave the nitty gritty education aspects to regional organizations (i.e. the California Association of Museums) and other special interest museum groups. Renee felt it unfortunate that MNC was leaving the mundane, practical, educational aspects of registration to our committee and concentrate on flashy specialized topics at the annual conference.
 One the positive side, MNC agreed to let the RC-WR use their non-profit mailing status. A \$2,000-\$3,000 savings could result annually in our mailing expenses. However, it is contingent on working out the logistics. Dan Monroe, outgoing MNC Chairman, discussed the new 1986 Tax Reform Legislation regarding the new restrictions upon charitable deduction. In the new tax bill, charitable deductions were left out so that donors can no longer take deductions on gifts of appreciated property. Dan urged the MNC to develop better lobbying skills and educate museum trustees. Kittu Gates briefly mentioned that in the MNC Board Meeting, just ended, Renee, as Chair of the RC-WR, was praised for accomplishing so many projects. Dan Monroe suggested that the Director should get together with the Registrars Committee to get things done.

Renee announced the *MNC Newsletter* deadline of 1 November: get info. to Kittu, in San Francisco by that date.

N.A.M.A. will hold a workshop in San Francisco on exhibition lighting. They are developing a resources and membership directory that will include suppliers, etc.

X Review of MNC Annual Meeting Sessions - Renee Montgomery
 Renee asked for volunteers to take notes on the various sessions at this conference for informal reports in the upcoming *Newsletter*. Renee presented congratulations and good wishes to all RC-WR members involved in this annual conference of the MNC.

Ted Greenberg spoke on the upcoming AAM Annual Meeting, scheduled for San Francisco June 7-11, 1987.

XI New RC-WR Services
 A. Membership Survey - Martha Fulton-Stout

B. Forms Clearinghouse - Susan Melton
 Susan reports that she has had great initial response from the membership but this has lessened causing her to send out a second notice. To date, 33 institutions have submitted their forms and she has had six requests for forms - a manageable load. To request forms you must be a member of the RC-WR and send \$1.00 along with a SASSE to Susan Melton, LACMA.
 Renee urged the membership, especially those representing larger institutions, to take a few minutes and submit samples of their forms to Susan.

C. Records Storage Exchange
 Renee reminded everyone of this service. Phyllis Morgrette, Twin Falls, Idaho, is coordinating this service for the RC-WR. Duplicates of your records will be traded with another institution to insure their safety. This is a much less expensive alternative and promotes communication and professional courtesy among RC-WR members while providing a much-needed service.

D. Basic Resource List

E. Articles, Reprints, Index of RC-WR NEWSLETTER
 Renee reported that copies are available at no charge to the membership - just pay for the postage - and has had quite a few responses for this material. The Index appeared in the last issue of the RC-WR *Newsletter*.

XII New Business

A. Operating Manual
 Renee has requested that each committee officer and state representative submit a Operating Manual about your duties so that your successor will have some sort of procedural guideline to follow. This is similar to the charge Karol Schmalegel gave to the national committee officers and sub-committee chairs. Renee asked that all materials be submitted by Thanksgiving (27 November 1986). Copies of these manuals will also go to our archives.

B. Long-Range Plan

Renee asked for a volunteer to start the process for creating a long-range plan for the committee which may span 3, 5, or 10 years of the committee's activities and goals. Martha Fulton-Stout volunteered to make a preliminary plan.

C. Nominating Committee

Renee asked for members interested in serving on the nominating committee for the 1987 election of RC-WR officers. See Renee if you are interested in serving on this committee.

D. Revision of By-Laws
Renee requested a volunteer to compose a revision to our By-Laws to include the Development Officer as an elected office for presentation at next year's annual meeting at the MNC in Portland.

E. Computer Clearinghouse - Martha Fulton-Stout
Discussion was postponed until the Breakfast Meeting.

F. Proposed California State Legislation
Renee related upcoming legislation regarding transfers of property between museums. Renee will represent the committee's interest.

G. ASLH Meeting
Renee called for volunteers who will be attending the Oakland ASLH Annual Meeting next week to write reports on sessions.

Renee mentioned that the 1987 ALI-ABA meeting on Legal Problems of Museum Administration will be in Boston, March 18-20th 1987. Tuition assistance is available. Contact Renee for more information.

H. Task Force on Intern Availability
Renee wants to compile a list of institutions that have museum studies programs and those who regularly place interns in their institutions.

I. Slide Bank
Renee asked for a discussion regarding the revival of this project started by Deb Cooper to have a slide bank of types of storage systems. Ted Greenberg will take to Deb about this project. The committee was not really interested in continuing this project because of logistics and costs.

J. RC-MR Stationery and Logo
Renee asked for creative volunteers to work on developing stationery and a logo for the committee. Ted Greenberg, Anita Feldman, and Susan Melton volunteered to look into the design and cost aspects of this project.

K. Membership Directory
Those attending the meeting were asked if they were interested in having the committee prepare and print a membership directory. Kitru and Louis Goldich discussed its feasibility, noting the cost limitations and logistics. Louis volunteered to look into the cost effectiveness of it.

L. 1987 Budget
Discussion was postponed until the breakfast meeting.

I was moved and seconded that the 1986 Annual Business Meeting of the RC-MR be adjourned.

Respectfully submitted,

Martha S. Fulton-Stout
RC-MR Secretary

BREAKFAST MEETING REGISTRARS COMMITTEE - WESTERN REGION

Saturday, 27 September 1986
Western Museum Conference, Los Angeles Hilton Hotel
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Chairperson, Renee Montgomery, called the meeting to order and thanked everyone for coming so bright and early in the morning.

I Reproductions were made of those in attendance.

II Renee reminded everyone that she had copies of the hand-outs from the pre-conference workshop held at the California Afro-American Museum, 2 bibliographies are available.

III Reports from the State Representatives

Utah - T. Michael Smith

Renee read from his report. T. Michael reports that because of staff turnover in his office it has been difficult to find free time to attend to his state rep. duties. He has had success in reestablishing a registrars committee, which he will chair, within the Utah Museum Association. A workshop is planned for Spring 1987 on "Why Registration." It will treat the basic issues of registration and he hopes it will attract small museums as well as the larger, better financed ones.
Renee congratulated T. Michael Smith on his accomplishment of reestablishing the registrars committee within the state museum association.

IV NEW BUSINESS

A Proposed 1986 - 1987 Budget

Renee began a discussion regarding the committee's first such effort to establish a budget for the upcoming year. She reminded everyone that the RC-MR membership runs according to the calendar year and expires 31 December. By renewing early you will help save the committee money spent on reminder mailings. Each member costs the committee approximately \$8.00.

The members in attendance urged for gratis photocopying of articles, newsletters, and other printed matter, but requesting that each such request include a stamped self-addressed return envelope. A motion was approved to provide free photocopying services when accompanied by a SASE to RC-MR members for written materials.

B. Computerization Clearinghouse - Martha Fulton-Scout

Martha reported that during the recent AAM Annual Meeting in New York, Karol Schmiegel, Registrars Committee Chair, discussed the possibility of forming a computerization clearinghouse for the Registrars Committee. Martha is willing to establish a resource center for computerization projects to help answer questions and concerns regarding collections management automation. Martha

reinforced a need for such a service as a result of the preliminary RC-MR Member Surveys that indicated that the membership was very interested in computerization. Martha then asked for suggestions on the kinds of information and services the members would like provided by this clearinghouse.

C. 1987 AAM Annual Meeting Session Topics - Ted Greenberg

The remainder of the meeting was a brainstorming session to give Ted feedback on proposed session topics received from the membership. Ted must submit topic representative of the needs of the RC-MR to the AAM Program Committee by the 2 October deadline. The Program Committee will meet the 3rd week in October to make final decisions on session topics for the upcoming 1987 AAM Annual Meeting in San Francisco. The Program Committee has chosen the theme: INNOVATION for the 1987 Annual Meeting and wants to gear the sessions to three categories of institution size: small, medium, and large and to three levels of information: beginning, intermediate, advanced. For the first time sessions may be repeated and panel size will be reduced to allow more interaction with those in attendance. The Program Committee also proposed to have each session chair submit abstracts that would be made into a booklet (similar to that at AII-ABA) and a table of contents that are of interest to them. Ted may have their results in November. After a lengthy discussion those in attendance came up with the following topics:

- Forms
- New Tax Law (which will probably be covered in a session by the AAM Legislative Committee).
- Exhibition
- Education - Condition Reports
- "Assertiveness Training" for Registrars
- Facility Reports
- Security - Control
- Systems
- Security Manual
- Conservation - Training
- Collection Managers
- Satellite Museums

Renee thanked everyone for their participation. The meeting was adjourned.

Respectfully submitted,

Martha S. Fulton-Scout
Secretary RC-MR

A.A.S.L.H.
MEETING

Cassettes from four sessions of the 46th Annual Meeting of the American Association for State and Local History held in Oakland, CA from Sept. 30 - Oct. 3, 1986 are available for borrowing by RC-WR members. The cassettes will be loaned for a period of two weeks to members for a one dollar postage and handling fee. Only one tape will be loaned at a time. Return postage will be the responsibility of the borrower. Requests and remittance should be sent to : RC-WR, c/o Louis Goldich, San Diego Museum of Art, P.O. Box 2107, San Diego, CA 92112-2107. Cassettes are available for the following sessions :

"Applying for a Conservation Grant"

Panelists in this session provided practical advice on applying for a conservation grant and gave special attention to the ethics of conservation, the selection of a project and a project director, the kinds of information to include in a proposal, the need for positive representation of the institution in the application and the review of the proposal before submission.

"You Don't Have to Do It All: Collections Computer Projects"

Speakers discussed how small or specially focused computer projects can increase the use, care and access of museum collections and at the same time provide skills, confidence in technology and ideas for more comprehensive projects.

"Defense Tactics: What to Watch for in Copyright Law"

An excellent session on copyright law including an examination of the copyright law of 1976, the "fair use" doctrine, the implications of "work for hire" and many provocative questions.

"Beware the Artifact: Hazards in Museum Collections"

A panel of speakers identified some of the hazards posed by objects resting quietly on the shelves in storage rooms and in exhibition cases to both museum workers and visitors.

In addition to these four cassettes, supplemental resource information on the "Copyright" and "Hazards" sessions is available from Sharon Slanovec, Asst. Registrar, Los Angeles County Museum of Art, 5905 Wilshire Boulevard, Los Angeles, California 90036.

For a complete list of all 50 cassettes available from the 46th Annual Meeting of the A.A.S.L.H., contact: Vanguard Systems, Inc., 4210 Johnson Drive - Suite 100A, Shawnee Mission, Kansas 66205. Telephone: (913) 432-6520.

ANNOUNCING A NEW SERVICE FROM RC-WR.....

Copies of back newsletters or newsletter articles will be provided to members free of charge. For only the cost of postage you can receive any past issues of the RC-WR Newsletter. The most recent comprehensive index to these newsletters was published in the September, 1986 issue.

If you are interested in this service contact Carolyn Yee, from the California Dept. of Parks and Recreation, 1280 Terminal St., West Sacramento, CA 95691.

ANNOUNCING A NEW STATE REPRESENTATIVE FOR HAWAII.....

Betty Long of The Honolulu Academy of Arts is the new Hawaii state representative to the Registrars' Committee - Western Region.

MUSEUM COMPUTER
NETWORK MEETING

Report by Rozelle Overmire

Ron Kley, MCN acting president, welcomed participants by reassuring them that the MCN is alive and well as a volunteer organization. It has 3,000 members from 41 countries. Rosanne McCaffrey, from the Historic New Orleans Collection, graciously offered MCN a "home" for its conference this year and together with Lenore Sarasan planned the conference. Sessions concentrated on Automated Museum Collection systems, the Automated Collection of the future and the future of MCN. All of the systems described in abstracts were demonstrated with computer equipment.

Collection system abstracts were given by:

1. Gig Taylor (Art Museum Association of America) on ARTIS which has three custom software components for Fund Accounting, Membership and Development, and Collections Management. Cost is \$9,500.
2. Paul Scobie (International Species Inventory System) on ARMS, the Animal Records Keeping System, a zoo software program with 70 users. Cost is \$750.
3. Paul Anderson (an English firm, STIPPLE) on a fine arts museum program based on ERROS for large collections, over 100,000 records, that end users can change. Software cost is \$100,000 and hardware is the same with rental per year at \$5,000.
4. Marci Reed (Willoughby Associates) on MIMSY, a mini computer menu-driven system that runs on Oracle. Software cost \$3,000 with about \$1,000 set up fee.
5. Jon Gartenberg (Museum of Modern Art in N.Y.) on a photo collection system containing at present about 8,000 records. It is an in-house on-line system and is used by other departments.
6. Eleanor Fink (the National Museum of American Art) on several IBM system databases including the National Inventory of American Sculpture with 14,000 records so far and the Inventory of American Paintings with 255,000 records now.
7. Jack Sheldon (MIT Addison Gallery) on an American Art collection of 85,000 objects in RBASE 5000 software. The software is supported by the University.
8. Charles Patch (Historic New Orleans Collection) on a Willoughby system that is used by researchers and contains 35,000 records. Visual access was demonstrated at the museum.
9. Peter Homblus (Canadian Heritage Information Network, CHIN) on the database called Conservation Information Network, with access from Ottawa, Los Angeles, Rome and Paris. It contains a bibliographic component with abstracts on art and archeology and a materials (adhesives, coatings, pesticides) component. Two future databases are proposed to cover pigments and progress. Access charge is \$17.00 an hour on line plus telecommunication cost with CD ROM for PCs available December or January at \$25.00 to \$100.00 depending on demand.
10. Andrew Eskind (Eastman House) on a video disk catalogue of 500,000 images. It surveys other public collections and tells the researcher where major holdings are in the country. One use has been in genealogical photos for the public.
11. Tim Allen (Museum Computer Systems) on a PC integrated system that "does everything" (development, accounting, collection management, etc.). The software contains 80 to 100 programs. The hardware includes a modem, and PC. All inclusive price is \$9,900 with computer training and on-line backup help.
12. Nannette Barriger (Louisiana Association of Museums, MUSEBASE) on a three year project of Louisiana museum information resources. It contains three databases, one for micro computers.

13. Lenore Sarasan filling in for Pat Barnett (Museum of Modern Art Library) on a clearinghouse database of products, vendors and a bibliography. It is built on a MARCON system with the help of AIRS, Inc. from Baltimore.

16.

14. Allen Newman (Art Institute of Chicago Photo Services) developed a database on a Macintosh with records on 100,000 negatives and 300,000 color transparencies. It includes photo condition treatment and social and architectural history.

The automated collection of the future was discussed in a panel composed of Howard Besser (U.C. Berkeley Art Museum), Peter Homulos (CHIN), Roy Rada (National Library of Medicine), D.A. Roberts (Museum Documentation Association), and Lenore Sarasan (Willoughby Associates.) Panelists gave background on their particular specialities and then joined with the other panelists to comment generally on future developments.

-Indexing language, a definition of terms like a thesaurus, was urged. Authority lists that can be shared with similar systems are valuable for inter-museum information searching. ICOM is especially interested in this development.

-Howard Besser discussed digital systems as discussed in review of WMC panel.

-Andrew Roberts said that the future development of software will see a tenfold improvement at a twofold price increase. Costs are going down. There is an in-house machine trend with all staff using computers, not just the administration. Curators will type in reports directly. Registrars will act as coordinators, monitoring end results. Inquiries from the public will be more economical on computers with quicker access to collection material. Access to other institutional collections will increase by sharing authority files and bibliographic files via computer. Accountability should be encouraged with these connections.

-Lenore Sarasan brought in the idea of image development for archeology, for tracing forgeries, and in exhibit planning with direct transfer of a whole plan from museum to museum.

Throughout the conference the question, "Where does the MCN go from here?" was thoughtfully considered. The suggestion put forward by Andrew Roberts was to find funds to hire a professional staff. Peter Homulos would like to see the network of collection authority files used in worldwide travelling exhibit development. Rob Dixon, from STIPPLE, wanted MCN to restrict its aims to its size and budget. It should offer advice and help in facilities and definitions, be a forum for information exchanges and a register of existing projects with lists of phone numbers and names of people. Ron Kley announced that the results of the membership survey will be published in the next issue of S P E C T R A .

IDAHO REPORT
...submitted by
Jody Hawley



At the end of October, 1986, the Idaho State Historical Society held its annual meeting. One of the presentations was called "Preserving your Family Heirlooms," and was given by Jody Hawley, Registrar, and Elizabeth Jocox, Photo Librarian. The focus was on basic preventative measures the average person could take to preserve family treasures.

Many people attending, who were from small museums and local historical societies, expressed the desire to have a workshop that went beyond the basic preventative stage. Therefore, we are looking into putting one together for the week before our August meeting. We would appreciate any suggestions regarding conservators available for this program, possibly combining forces with another state. Send all brilliant ideas to Jody Hawley, Idaho State Historical Society, 610 North Julia Davis Drive, Boise, Idaho 83702.

INTERNATIONAL FOCUS:

New Customs Legislation

David B. Epstein, President of W.R. Keating and Co., sends us this alert regarding a new customs user fee that could affect all registrars.....

On Oct. 21, Reagan signed Public Law 99-509, the "Consolidated Omnibus Budget Reconciliation Act" which includes provisions imposing user fees on many customs entries and warehouse withdrawals, effective Dec. 1, 1986. Highlights of the legislation are as follows:

In general, museums may avoid payment of the user fee by having their customs brokers make entry with a Permanent Exhibition Bond. This type of entry is only allowed museums and non-profit institutions and under current law has been exempted from the User Fee. This kind of entry does require that you, the importer, advise Customs of every move of the object for a period of five years from the date of importation. On the importation of traveling exhibitions you should check with the local Customs district director if they will accept one letter covering the dates and location of all exhibition sites or if separate letters will be necessary each time the exhibition moves. You should also note that the importing museum will be liable with Customs for cancellation of the bond if and when the works are exported. This will necessitate filing a certified export manifest and export declaration with the district director of the

importing location. If the exhibition exported in partial shipments, partial cancellations will have to be filed.

Many museums act as importer of record for various trustees, important donors and employees of the museum. Under the new law this can no longer be done. Because of all the above parties are not given the same exemption which the museum is provided, the use of your facility to avoid the fee would be recognized as breaking the law.

The exemption under P.E.B. will allow for the museum to import all items, whether for exhibition, purchase, consideration for purchase or restoration. Some possible problems are the situation where the museum enters under P.E.B. a shipment for possible purchase, it is decided not to acquire and before the work can be exported, the owner requests you send the work to a private individual or gallery. If you do this you must advise Customs and the user fee must be paid before the transfer is made.

We further note that U.S. Customs holds the importer of record liable for providing Customs with the correct value for importation. In the past, Customs has not worried about actual value on art work as there was no duty or taxes involved. With this new user fee based on the value of the object, Customs will look much closer at the values declared on these shipments. We strongly suggest you urge any person you might know that they use the true value. Penalties can go from double the duties to seizure and forfeiture of the goods. We also stress that Customs will not be mollified by being told that the invoice accompanying the shipment was incorrect.

For your information the current law has been enacted for a 2 year period. The first year the rate will be .0022 of value, the second year it will be .0017 or lower at the determination of the Treasury. We do not know if the law will be extended.

You'de better not shout, you'de better not pout.....



If you don't send your dues you'll be left out.....



No more RC Newsletters to YOUUUUUUUU!