



Smithsonian Institution Archives

## Administrative Records, 1966-2001

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## Collection Overview

<b>Repository:</b>	Smithsonian Institution Archives, Washington, D.C., <a href="mailto:osiaref@si.edu">osiaref@si.edu</a>
<b>Title:</b>	Administrative Records
<b>Identifier:</b>	Accession 02-140
<b>Date:</b>	1966-2001
<b>Extent:</b>	4 cu. ft. (4 record storage boxes)
<b>Creator::</b>	Smithsonian Institution. Smithsonian Council
<b>Language:</b>	English

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession 02-140, Smithsonian Institution, Smithsonian Council, Administrative Records

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## Descriptive Entry

This accession consists of Smithsonian Council records maintained by Neil G. Kotler, Council Coordinator. The material primarily includes correspondence and memoranda documenting activities of the Council, as well as Kotler's role as Council Coordinator; meeting agendas and minutes; budget summaries; membership information; Council history, charter, and reports; and research funding information.

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## Names and Subject Terms

This collection is indexed in the online catalog of the Smithsonian Institution under the following terms:

### Subjects:

Advisory boards  
Museum finance  
Museums -- Administration

### Types of Materials:

Audiotapes  
Manuscripts

### Names:

Kotler, Neil G., 1941-  
Smithsonian Institution -- Administration

## Container Listing

### Box 1

- Smithsonian Institution Council (general)
- Box 1 of 4 Charter, 1995-1996
- Box 1 of 4 Council History 1965-1993
- Box 1 of 4 Member History 1965-1993 (2 folders)
- Box 1 of 4 Ray, Gordon N., 1970-1980
- Box 1 of 4 Topics for Meetings, 1984-1994
- Box 1 of 4 Ybarra,-Fraustro, Dr. Tomas, 1994-1999
- Box 1 of 4 New Member Nominations, 1992-1994 (2 folders)
- Box 1 of 4 Honorary Members, c. 1974-1999 (2 folders)
- Box 1 of 4 Methods in Selecting New Members, 1988-1994
- Box 1 of 4 Letters of Invitations/Resignation, 1992-2001
- Box 1 of 4 Former Council Members, c. 1974-1994 (2 folders)
- Box 1 of 4 Summary of Topics, 1966-2001
- Box 1 of 4 Reports, 1966-1976 (2 folders)
- Box 1 of 4 Reports, 1977-1988 (3 folders)

### Box 2

- Box 2 of 4 Reports, 1989-1995 (3 folders)
- Box 2 of 4 Reports, 1996-1998 (3 folders)
- Box 2 of 4 Reports, 1999-2000

Box 2 of 4 Correspondence, 1990-1993

Smithsonian Institution Council 2001

Box 2 of 4 Responses for Council Report

Box 2 of 4 Correspondence: Sims, Lowery Stokes

Box 2 of 4 Notes from Panel Discussions

Box 2 of 4 Secretary Correspondence to Chair and Members

Box 2 of 4 Final Panel Discussion Minutes

Box 2 of 4 Sabloff, Jeremy A.

Box 2 of 4 Communications with Panel Chair

Box 3

Box 3 of 4 Revised Schedule/Agenda

Box 3 of 4 Sikorsky, Igor I., Jr.

Box 3 of 4 Memorandum: Ellsworth Brown/Joyce Appleby

Box 3 of 4 Appleby, Joyce: Criticism of Smithsonian

Box 3 of 4 New Member Options

Box 3 of 4 Formal/Informal Communication with Members

Box 3 of 4 Member Resignations

Box 3 of 4 J. Dennis O'Connor's Letter to Members

Box 3 of 4 Letter to Council Panelists

Box 3 of 4 Bullets for Secretary's Speech at Council Meeting

Box 3 of 4 Budget

Box 3 of 4 Council Registration

Box 3 of 4	Invitations to Council Discussions
Box 3 of 4	Mailings to Members
Box 3 of 4	Non-Council Panelists
Box 3 of 4	Staff Invitations
Box 3 of 4	Venues for Council Events
Box 3 of 4	Collection of Background Papers for SI Council Meeting
Box 3 of 4	E-mail Notices to Members re: Meeting Date
Box 3 of 4	SI Council Business
Box 3 of 4	Visitor Studies Research
Box 3 of 4	Meeting Agenda
Box 3 of 4	Member Dinner
Box 3 of 4	Dr. Rubie Watson: Opening the SI Council Meeting
Box 3 of 4	Member Museums Tour
Box 3 of 4	Conference Calls with Tom Lentz and Panel Members
Box 3 of 4	Secretary Remarks at SI Council Lunch
Box 3 of 4	Correspondence
Box 3 of 4	Invitation Lists
Box 3 of 4	Secretary's Opening Remarks at Meeting
Box 3 of 4	Member Nominations (2 folders)
	Smithsonian Institution Council 2000
Box 3 of 4	Planning Papers

Box 3 of 4	Secretary's Letter of Thanks to Members
Box 3 of 4	Council Meeting Minutes and Notes
Box 3 of 4	Research and Budget
Box 3 of 4	Invitation Lists
Box 3 of 4	Council Dinner
Box 3 of 4	Praise of Council Work
Box 3 of 4	Letters and Material to Members
Box 3 of 4	Meeting Itinerary
Box 3 of 4	Cassette Recording of Meeting
Box 3 of 4	Schedules and Arrivals
Box 3 of 4	National Museum of Natural History (NMNH), Report of the Integrating Committee
Box 3 of 4	NMAH, Future Directions of Research
Box 3 of 4	Report Revisions
	Smithsonian Institution Council 1999
Box 3 of 4	Beryl Simpson Panel
Box 3 of 4	Linda Cordell Panel
Box 3 of 4	Susan Vogel Panel
Box 3 of 4	Jeremy Sabloff Panel
Box 3 of 4	Secretary's Remarks to Council
Box 3 of 4	Background Information on Research Funding
Box 3 of 4	NMNH, Reports on Departments of Mineral Sciences and Paleobiology

Box 3 of 4 Plans for Council Meeting (2 folders)

Box 3 of 4 Life Sciences Report

Box 3 of 4 Staff Invitations

Box 3 of 4 Human Science Review Committee: Report to NMNH

Box 3 of 4 Council Meeting Logistics

Box 3 of 4 Meeting Program and Schedule

Box 3 of 4 Budget

Box 3 of 4 Correspondence with Members re: Meeting Preparation

Box 3 of 4 Preliminary Meeting Agenda

Box 3 of 4 Research

Box 3 of 4 Dinner Event

Box 3 of 4 Cassette Tapes: Meetings (3 folders)

Smithsonian Institution Council 1998

Box 3 of 4 Retiring Council Members Letter

Box 3 of 4 Member Reimbursement

Box 3 of 4 Cassette Tapes: Meetings

Box 4

Box 4 of 4 Cassette Tapes: Meetings (2 folders)

Box 4 of 4 Cassette Tapes: Council Dinner (2 folders)

Smithsonian Institution Council 1997

Box 4 of 4 Correspondence: Partnerships



Box 4 of 4	Lecture: Introductory Remarks by the Provost
	Smithsonian Institution Council 1996
Box 4 of 4	Correspondence
Box 4 of 4	Membership
Box 4 of 4	Third Panel Discussion
	Smithsonian Institution Council 1995
Box 4 of 4	Meeting on National Educational Outreach
Box 4 of 4	Council Meeting
Box 4 of 4	Correspondence: Tomas Ybarra-Frausto
Box 4 of 4	Michael Kammen: Published Articles
Box 4 of 4	Cassette Tapes: Meeting (2 folders)
Box 4 of 4	Membership
	Smithsonian Institution Council 1994
Box 4 of 4	Recommendations for Conservation Biology
Box 4 of 4	NMNH, Department of Anthropology: Report to the Council
Box 4 of 4	Correspondence re: Meeting
Box 4 of 4	Membership
Box 4 of 4	Changes to Council Charter
	Smithsonian Institution Council 1993
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Box 4 of 4	Background Material
Box 4 of 4	Secretary's Letters to Council
	Smithsonian Institution Council 1992
Box 4 of 4	Member Participation Plans
Box 4 of 4	Correspondence
Box 4 of 4	Membership