



Smithsonian Institution Archives

Curatorial Records, 1983-2000

Finding aid prepared by Smithsonian Institution Archives

Smithsonian Institution Archives
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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Curatorial Records
Identifier:	Accession 07-178
Date:	1983-2000
Extent:	2 cu. ft. (2 record storage boxes)
Creator::	Hirshhorn Museum and Sculpture Garden. Curatorial Department
Language:	Language of Materials: English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 07-178, Hirshhorn Museum and Sculpture Garden. Curatorial Department, Curatorial Records

Access Restriction

Box 1 contains materials restricted indefinitely; see finding aid; Transferring office; 12/14/84 memorandum, Massa to Davis; Contact reference staff for details.

Descriptive Entry

This accession consists of records documenting the curatorial affairs of Neal David Benezra, Curator, who served as Chief Curator, 1992-1996, and Assistant Director for Art and Public Programs, 1997-1999. Some records also document the management of the Curatorial Department. Topics covered in this accession include exhibitions, budgets, personnel, acquisitions, and Hirshhorn Museum and Sculpture Garden (HMSG) and Smithsonian Institution (SI) policies and procedures. This accession also includes correspondence with galleries, museums, societies, foundations, and artists. Materials include correspondence and memoranda in paper and electronic format; artwork and installation images; clippings; budget files; brochures, programs, and other handouts; meeting agendas and minutes; facts and figures; loan information; floor plans; notes; and related materials. Some materials are in electronic format.

Names and Subject Terms

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

Subjects:

Art museum curators
Art museum directors
Art museums
Art, Modern
Budget
Museum exhibits
Museums -- Acquisitions
Personnel management

Types of Materials:

Black-and-white photographs
Black-and-white transparencies
Brochures
Clippings
Color photographs
Color transparencies
Electronic records
Floor plans
Floppy disks
Manuscripts

Names:

Benezra, Neal David, 1953-
Smithsonian Institution

Container Listing

Box 1

Box 1 of 2	Photos; photo requests, photos, and transparencies, for <i>Stephen Balkenhol: Sculptures and Drawing</i> exhibition and catalog; January 1995-June 1996
Box 1 of 2	Stephen Balkenhol press; November 1991-June 1996
Box 1 of 2	Puryear Press; December 1991-March 1992
Box 1 of 2	Puryear Press 2; includes 24 black and white photographs of <i>Martin Puryear</i> exhibition and opening; July-October 1992
Box 1 of 2	Pending; July 1994-February 1996
Box 1 of 2	Aks, Lee; April 1992-September 1999
Box 1 of 2	Stephan Balkenhol; correspondence, December 1996-March 2000
Box 1 of 2	Le Beaute - Mission for 2000; October 1998
Box 1 of 2	Biennale; May 1993-February 1994
Box 1 of 2	Brazil Trip; April 1994-June 1998
Box 1 of 2	Brazil - Sao Paulo Bienal; June 1999-March 2000
Box 1 of 2	Michael Brenson; August 1999-February 2000
Box 1 of 2	Eli Broad Exhibition
Box 1 of 2	Budgets; October 1992-April 1994
Box 1 of 2	Budget Calculations FY 1996; June-August 1995
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Box 1 of 2	Credit Union; 2000
Box 1 of 2	Budget Worksheet
Box 1 of 2	Gerald Bush
Box 1 of 2	Teresia Bush; September 1994-August 1997
Box 1 of 2	Cantz Verlag; February-March 1997
Box 1 of 2	Carnegie Museum of Art; April 1995-March 1999
Box 1 of 2	Bart Cassiman; January 1994-January 2000

Box 1 of 2 Christie, Mason, & Woods International; April 1997-August 1999

Box 1 of 2 Harold Cousin; October-November 1994

Box 1 of 2 Douglas Cramer

Box 1 of 2 Dali Exhibition; July 1999

Box 1 of 2 Documenta X; May-June 1997

Box 1 of 2 Drew Exhibition; July 1999

Box 1 of 2 Make Files; May 1996-September 1998

Box 1 of 2 Operations Calendars; October 1999-November 2000

Box 1 of 2 Bartos, Armand; July-August 2000

Box 1 of 2 Beauty Respots: Canadian Embassy; August-October 1999

Box 1 of 2 Unlabeled Correspondence; January-February 2000

Box 1 of 2 IRS Evaluation Panel; January 1997-February 2000

Box 1 of 2 Memos from Deborah; January 1983-February 1985

Box 1 of 2 Memos from Judy Z; February 1983-March 1985

Box 1 of 2 Miscellaneous; July 1983-May 1986

Box 1 of 2 Luce; 1998-1999

Box 1 of 2 Old Files; May 1983-January 1991

Box 1 of 2 George Mason University; October 2000

Box 1 of 2 Exhibition Research Assistant; April 1994

Box 1 of 2 FIAC; October 1996

Box 1 of 2 Peter Freeman; February-May 1993

Box 1 of 2 Neal Benezra; April-June 2000

Box 1 of 2 Calendars; March, 1999-September, 2000

Galleries

Box 1 of 2 Artesia Center for the Arts; November 1999

Box 1 of 2 C & M Arts; November 1996-December 1998

- Box 1 of 2 Anthony D'Offay Gallery; February 1998-September 1999
- Box 1 of 2 Galerie Franck & Schutle; July 1996-February 97
- Box 1 of 2 Galerie Lelong; May 1994-June 1997
- Box 1 of 2 Galerie Mai 36; February 1995-February 1996
- Box 1 of 2 Galerie Nationale de Jeu de Paum; August 1992-July 1997
- Box 1 of 2 Galleries, Miscellaneous; September 1991-September 1992
- Box 1 of 2 Barbara Gladstone Gallery; March 1993-September 1999
- Box 1 of 2 Sammlung Goetz; August 1997-September 1999
- Box 1 of 2 Marian Goodman Gallery; March 1993-November 1999
- Box 1 of 2 Sammlung Hoffman; November 1997-January 2000
- Box 1 of 2 Xavier Hufkens; March 1993-September 1999
- Museums
- Box 1 of 2 Guggenheim Bilbao
- Box 1 of 2 Guggenheim Museum; June 1998-December 1999
- Societies/Foundations
- Box 1 of 2 American Association of Museums; January 1995-December 1998
- Box 1 of 2 American Federation of Arts; March-April 2000
- Box 1 of 2 Artists Rights Society; June 1996
- Hirshhorn Museum and Sculpture Garden
- Box 1 of 2 Acquisitions; January 1993
- Box 1 of 2 Acquisition Information; January 1990-July 1991 [RESTRICTED]
- Box 1 of 2 Attendance at Public Programs; January 1995
- Box 1 of 2 Budget Calculations FY 2000; June-August 1999
- Box 1 of 2 Budget 2000; January 2000
- Box 1 of 2 Bureau of Reclamation; includes color photographs of paintings by Richard Diebenkorn; February 1992-June 1997

Box 1 of 2 Computers: Set Ups

Box 1 of 2 Conservation Meeting Minutes; October 2000

Box 1 of 2 Conservation Reports; January-August 2000

Box 1 of 2 Courier Procedures; February 1999

Box 1 of 2 Design; October 2000

Box 1 of 2 Education Mission Statement; December 1994

Box 1 of 2 HMSG - Collection Management; February 1993

Box 1 of 2 HMSG Facts and Figures; November 1995

Box 1 of 2 Hirshhorn: Facts

Box 1 of 2 HMSG: Floor Plans; September-November 1998

Box 1 of 2 JTD; May 2000

Box 1 of 2 Lentz Survey - Preparations; October 1997-May 2000

Box 1 of 2 Lighting; July 1993-February 1999

Box 2

Box 2 of 2 Loviglio, Correspondence, December 1986-December 1987 (includes electronic records)

Box 2 of 2 Installation shots of *Distemper: Dissonant Themes in the Art of the 1990s*; 4" x 4" transparencies

Box 2 of 2 Objects Not Accessioned; May 1995-June 1998

Box 2 of 2 Provenance Project; June 2000

Box 2 of 2 Rejected Acquisitions 2000; February-April 2000

Box 2 of 2 Rejected Exhibitions 2000; February 1999-February 2000

Box 2 of 2 Registrar; April 1999

Box 2 of 2 Telephone Systems; February-April 1995

Box 2 of 2 Zilczer Letters as Acting Chief Curator - 2000; February 2000

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Box 2 of 2 SI - Accessibility; December 1995-October 2000

Box 2 of 2 SI - Advisory Boards (SI); October 2000

Box 2 of 2 SI - Affirmative Action Report; March-October 1992

Box 2 of 2 SI - Annals; October 1993-October 1995

Box 2 of 2 SI - Awards; July 1993-1994

Box 2 of 2 SI - Auditorium Reservation Forms; January 1989-1994

Box 2 of 2 SI - Confidential Financial Reporting Form; December 1987-April 1991

Box 2 of 2 SI - Outside Employment Clearance Requests; January 1999-October 2000

Box 2 of 2 SI - Contracts (Sample for Author); February 1993-January 1997

Box 2 of 2 SI - Equal Employment Opportunity (EEO) Report; August 14, 1997-2000

Box 2 of 2 SI - Equal Opportunity; October 1993-August 1997

Box 2 of 2 SI - Financial System; August 1998

Box 2 of 2 SI - Incentive Awards; July 1994

Box 2 of 2 SI - Leave Information; November 1992-January 1995

Box 2 of 2 SI - Libraries; November 2000

Box 2 of 2 SI - Office of Plant Services (OPLantS); August 1993-November 1995

Box 2 of 2 SI - Safety; December 1995-July 1997

Box 2 of 2 SI - Smithsonian Financial System; March 1995

Hirshhorn Museum and Sculpture Garden

Box 2 of 2 Martin Puyear; July 1989-June 1992

Box 2 of 2 Puyear Photos; includes eight labeled black and white photographs and four transparencies; 1987-1991

Box 2 of 2 Puyear/Chicago; November 1987-March 1992

Box 2 of 2 Puyear/Truland; September 1991-February 1992

Box 2 of 2 Tom Lentz; October 2000

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Box 2 of 2 Kelly Gordon; November 1986-January 1989

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Box 2 of 2	Budget FY 1993; November 1992
Box 2 of 2	Budget FY 1994; April-May 1993
Box 2 of 2	Sherrie Levine Photos; 1986-2001; 4" x 5" transparencies of work by Sherrie Levine, most unlabeled
Box 2 of 2	San Francisco Museum of Modern Art (SFMOMA)/Anderson; 1999
Box 2 of 2	Recent Acquisitions; 1989-1991
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Box 2 of 2	Other Potential Funders; 1995
Box 2 of 2	Gallery/Program Guides; 1996
Box 2 of 2	Program Guide; 1996
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