



Smithsonian Institution Archives

Director's Records, FY 1998-FY 2009

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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
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Administrative Information

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Use Restriction

Restricted for 15 years, until Oct-01-2024; Transferring office; 5/20/2002 memorandum, Wright to Klein; Contact reference staff for details.

Descriptive Entry

This accession consists of records documenting the administration of the Visitor Information and Associates' Reception Center and its relations with other Smithsonian Institution offices and museums as well as the local tourist industry. These records were created and maintained by Mary Grace Potter, Director, 1975-2000, and Katherine Neill Ridgley, Director, 2002-2010. Materials include correspondence, memoranda, reports, statistics, meeting minutes, and related materials.

Names and Subject Terms

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

Subjects:

Museums -- Administration
Museums -- Public relations
Tourism
Visitors' centers

Types of Materials:

Manuscripts

Names:

Potter, Mary Grace

Ridgley, Katherine Neill

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