



Smithsonian Institution Archives

Director's Records, 1990-2008

Finding aid prepared by Smithsonian Institution Archives

Smithsonian Institution Archives
Washington, D.C.
Contact us at osiaref@si.edu

Table of Contents

Collection Overview	1
Administrative Information	1
Descriptive Entry.....	1
Names and Subjects	1
Container Listing	3

Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Director's Records
Identifier:	Accession 13-220
Date:	1990-2008
Extent:	0.5 cu. ft. (1 document box)
Creator::	Smithsonian Institution. Office of Facilities Management and Reliability. Office of the Director
Language:	Language of Materials: English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 13-220, Smithsonian Institution. Office of Facilities Management and Reliability. Office of the Director, Director's Records

Use Restriction

Restricted for 15 years, until Jan-01-2024; Transferring office; 06/05/2013 memorandum, Toda to Faust; Contact reference staff for details.

Descriptive Entry

This accession consists of the records of the Nancy J. Bechtol, Director, Office of Facilities Management and Reliability (OFMR) and documents her work overseeing the management and direction of OFMR. Also included are records related to the funding and installation of a proposed butterfly pavilion in the Arts and Industries Building, as well as records from lectures and training given by Bechtol. Some of the records are from when the OFMR was two separate offices: Office of Facilities Management and Office of Facilities Reliability, as well as from when Bechtol was Chief of the Horticulture Services Division. Some materials predate Bechtol's employment at the Smithsonian. Materials include correspondence, memoranda, reports, strategic plans, lecture and training records, presentations, surveys, images, brochures, and clippings. 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:

Architectural design
Buildings -- Maintenance
Buildings -- Repair and reconstruction
Butterflies
Gardening
Gardens
Horticulture
Lectures and lecturing
Museum buildings
Smithsonian buildings
Training

Types of Materials:

Black-and-white photographs
Brochures
Clippings
Compact discs
Electronic records
Manuscripts

Names:

Arts and Industries Building (Washington, D.C.)
Bechtol, Nancy J.
Smithsonian Institution. Office Facilities Reliability
Smithsonian Institution. Office of Facilities Management
Smithsonian Institution. Office of Facilities Management. Horticulture Services Division

Container Listing

Box 1

- | | |
|------------|--|
| Box 1 of 1 | Lectures and training, 1990-1996, 1999, 2001 |
| Box 1 of 1 | Horticulture Services Division, 1999 |
| Box 1 of 1 | Portrait images, 1994 |
| Box 1 of 1 | Clippings, 1990, 1996 |
| Box 1 of 1 | Butterfly pavilion, 2001 |
| Box 1 of 1 | Facilities Management Integration Task Force - Findings and recommendations, 2002 |
| Box 1 of 1 | Town meeting, 2004 (includes electronic records) |
| Box 1 of 1 | Office of Facilities Management - Strategic plan, 2004-2009, September 17, 2004 |
| Box 1 of 1 | Review of OFMR Maintenance Staff Distribution, October 2004 |
| Box 1 of 1 | Archives of American Gardens - Endowment proposal, 2005 |
| Box 1 of 1 | OFMR Strategic Plan, May 2005 |
| Box 1 of 1 | Article - "The Smithsonian Facilities Management Organization in 2010: What Does it Look Like?," by Nancy Bechtol, March 2, 2006 |
| Box 1 of 1 | OFMR Strategic Planning Committee, 2008 |
| Box 1 of 1 | Buildings Survey, 2008 (2 folders) |