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Director's Records, 1959-2014

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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Director's Records
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Administrative Information

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Use Restriction

Restricted for 15 years, until Jan-01-2030; Transferring office; 10/01/2003 memoranda, Wright to N'Gadi; Contact reference staff for details.

Descriptive Entry

This accession consists of records that document the history and work of the Museum Conservation Institute (MCI). MCI serves as the center for specialized technical collection research and conservation for all Smithsonian museums and collections. Through knowledge of materials and through the use of state-of-the-art instrumentation and scientific techniques MCI staff provides technical research studies and interpretation of artistic, anthropological, biological, and historical objects. Some materials in this accession date from when MCI was known as the Smithsonian Center for Materials Research and Education (SCMRE) and the Conservation Analytical Laboratory (CAL). Directors documented in this accession include Charles Olin, 1966-1967; Robert M. Organ, 1968-1983; Alan Postlethwaite, Acting Director, 1983-1984; Lambertus Van Zelst, 1985-2003; and Robert J. Koestler, 2004- . Materials include correspondence, memoranda, reports, grant proposals, meeting agendas and minutes, organizational charts, strategic plans, presentations, staff lists, clippings, and images.

Names and Subject Terms

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

Subjects:

Conservation and restoration
Preservation of materials

Types of Materials:

Black-and-white photographs
Clippings
Manuscripts

Names:

Koestler, Robert J. (Robert John), 1950-
Olin, Charles
Organ, R. M.
Postlethwaite, Alan W., 1924-2014
Smithsonian Center for Materials Research and Education
Smithsonian Institution. Conservation Analytical Laboratory
Van Zelst, Lambertus

Container Listing

Box 1	
Box 1 of 2	Correspondence - Alan W. Postlethwaite, 1985-1993
Box 1 of 2	Correspondence - Lambertus Van Zelst, 1987-1995 (2 folders)
Box 1 of 2	Correspondence - Lambertus van Zelst and Helmut Schweppe, 1984-1993 (2 folders)
Box 1 of 2	Correspondence - Lambertus van Zelst and Amy G. Poster, 1987
Box 1 of 2	Correspondence - Lambertus van Zelst and Zora Sweet Pinney, 1991-1992
Box 1 of 2	Correspondence - Department of Antiquities, Jordan, 1986, 1993
Box 1 of 2	Correspondence - General, 1966-1967, 1971, 1987-2003
Box 1 of 2	Analytical Laboratory at the Museum of History and Technology (MHT), 1959-1960
Box 1 of 2	Analytical and Preservation Laboratories Committee - Questionnaire, 1959-1964 (2 folders)
Box 1 of 2	MHT Analytical Laboratory, 1961-1962
Box 1 of 2	Committee on Conservation Research Laboratory, 1963-1965
Box 1 of 2	CAL activities, 1969-1970
Box 1 of 2	Conservation in the Smithsonian, Robert M. Organ, June 1971
Box 1 of 2	Senate Hearings - Robert M. Organ, July 18-19, 1973
Box 1 of 2	Climate Team report, 1984
Box 1 of 2	Read file, 1985
Box 2	
Box 2 of 2	Samuel H. Kress Foundation, 1985-1994
Box 2 of 2	Jordan-Ain-Ghazal figures - Treatment, 1986
Box 2 of 2	Furniture Conservation Training Program, 1986

Box 2 of 2	Grant proposals, 1986-1992 (2 folders)
Box 2 of 2	CAL/SCMRE Course listings, 1987-2004
Box 2 of 2	Report - Conservation and Preservation of Joya de Ceren, 1992
Box 2 of 2	CAL - Internal Planning Group, 1994
Box 2 of 2	CAL - Information, 1995
Box 2 of 2	Memorandum of Understanding (MOU) between MCI and the Centre for the Study of Materials for Restoration - CESMAR7, 2000
Box 2 of 2	Management notes, October 2004
Box 2 of 2	Management notes, November 2004
Box 2 of 2	Management notes, December 2004 to February 2006
Box 2 of 2	Management notes, September 2004
Box 2 of 2	Archaeological Conservation Program - Final Report, Harriet F. Beaubien, 2004
Box 2 of 2	Smithsonian Conservation Discussion List, 2004
Box 2 of 2	Staff meetings, 2004-2014
Box 2 of 2	Meeting summary - National Museum of the American Indian, Jessie Johnson - Use of XRF, April 5, 2005
Box 2 of 2	SCMRE Regents Report Contribution, October 2005 to March 2006
Box 2 of 2	SCMRE reorganization plan, 2005
Box 2 of 2	Robert J. Koestler, Director, MCI - Meetings with David Evans, Under Secretary for Science, 2005-2007
Box 2 of 2	Smithsonian Directors Meetings, 2005-2007
Box 2 of 2	Topics in Museum Conservation - Lecture series announcements, 2005-2009
Box 2 of 2	MCI Visiting Committee report, 2006
Box 2 of 2	Mission statement elements, 2006
Box 2 of 2	Strategic Plan, 2006-2016, December 2006

Box 2 of 2 Project Summaries, 2006

Box 2 of 2 Project summaries, 2007

Box 2 of 2 Project summaries, 2008

Box 2 of 2 Staff list, 2008, 2011

Box 2 of 2 Presentations, 2009-2014

Box 2 of 2 Organizational chart