



Smithsonian Institution Archives

Administrative Records,  
1973-1974, 1985-2001, 2011-2012

Finding aid prepared by Smithsonian Institution Archives

Smithsonian Institution Archives  
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Contact us at [osiaref@si.edu](mailto:osiaref@si.edu)

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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 16-251
<b>Date:</b>	1973-1974, 1985-2001, 2011-2012
<b>Extent:</b>	1 cu. ft. (1 record storage box)
<b>Creator::</b>	Hirshhorn Museum and Sculpture Garden. Administration and SI Relations
<b>Language:</b>	Language of Materials: English

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession 16-251, Hirshhorn Museum and Sculpture Garden. Administration and SI Relations, Administrative Records

### Use Restriction

Restricted for 15 years, until Jan-01-2028; Transferring office; 5/9/2016 memorandum, Wright to Wailoo; Contact reference staff for details.

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## Descriptive Entry

This accession consists of records documenting administrative activities at the Hirshhorn Museum and Sculpture Garden, especially the budget process and management of facility and other special projects. Materials include budgets, reports, correspondence, memoranda, proposals, spending plans, design documents, architectural drawings, and related materials. Some materials were created within the Department of Administration or the Department of Administration and Museum Support Services.

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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:

- Art museums
- Art, Modern
- Budget
- Budget process

Buildings -- Repair and reconstruction  
Museum buildings  
Museums -- Administration

Types of Materials:

Architectural drawings  
Manuscripts

Names:

Hirshhorn Museum and Sculpture Garden. Department of Administration  
Hirshhorn Museum and Sculpture Garden. Department of Administration and Museum Support  
Services

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## Container Listing

### Box 1

Box 1 of 1	Hirshhorn Museum and Sculpture Garden (HMSG) Public Law and Joseph Hirshhorn Agreement
Box 1 of 1	HMSG Opening Expenses, 1973
Box 1 of 1	HMSG Staff List, 1974
Box 1 of 1	Photograph of HMSG, 1985
Box 1 of 1	Crosscurrents of Modernism: Rivera, Torres-Garcia, Lam, Matta, 1986-1994
Box 1 of 1	FY 1990 Budget
Box 1 of 1	FY 1991 Budget
Box 1 of 1	FY 1991 Budget Reductions - 3% and 7%
Box 1 of 1	Endowment Funds, 1991
Box 1 of 1	Hazardous Waste Disposal Expenditures, FY 1991
Box 1 of 1	Base Analysis Report, FY 1991-FY 1992
Box 1 of 1	Committees and Groups, 1992
Box 1 of 1	Overtime Costs, 1992
Box 1 of 1	Inaugural Museum Attendance, January 1993
Box 1 of 1	Directions: Jeanne Dunning, 1993-1994
Box 1 of 1	Tunnel/Sculpture Garden Project, 1996-1997
Box 1 of 1	Sculpture Garden Tunnel Leakage Repair Specifications, 1997
Box 1 of 1	Coffer/Facade Project, 1997
Box 1 of 1	FY 1998 Federal Budget Call
Box 1 of 1	FY 1998 Year End
Box 1 of 1	FY 1998 Spending Plan
Box 1 of 1	Consultant File, 1999-2001
Box 1 of 1	Diller and Aitken Bookstore, 2011 (4 folders)

Box 1 of 1	Diller and Aitken Bookstore - Lobby, 2011
Box 1 of 1	HMSG "Bubble" (Seasonal Inflatable Structure), 2012 (9 folders)
Box 1 of 1	HMSG "Bubble" - Atex, 2011-2012