



Smithsonian

Institution Archives

Director's Files, 2002-2014

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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Director's Files
Date:	2002-2014
Identifier:	Accession 23-108
Creator::	Hirshhorn Museum and Sculpture Garden. Collection Management
Extent:	0.5 cu. ft. (1 document box)
Language:	English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 23-108, Hirshhorn Museum and Sculpture Garden.
Collection Management, Director's Files

Use Restriction

Restricted for 15 years, until Jan-01-2030; Transferring office; 5/8/2023 memorandum, Wright to Towler;
Contact reference staff for details.

Descriptive Entry

This accession consists of records created and maintained by Susan Lake, Director of Collection Care and Management and Chief Conservator, 1977-2015, documenting projects occurring within the Hirshhorn Museum and Sculpture Garden as they relate to the museum's collections. Topics include strategic planning, space utilization, renovations, the 40th anniversary of the museum, disposition of artwork, and collaborations. Materials include planning documents, reports, surveys, proposals, meeting minutes, printed email correspondence, floor plans, a presentation script, notes, and related materials.

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

Special events

Types of Materials:

Floor plans
Manuscripts

Names:

Lake, Susan

Container Listing

Box 1	
Box 1 of 1	Three-year Vision - Collections Management, 2005
Box 1 of 1	Seven Priorities, 2009-2010
Box 1 of 1	40th Anniversary - Collections Management, 2009-2012
Box 1 of 1	Space Utilization Survey - Lower Level, 2002-2003
Box 1 of 1	Space Plan - Quinn Evans Architects, 2003
Box 1 of 1	Restoration of Sculpture Garden, 2005-2006, 2010
Box 1 of 1	Construction Projects, 2004, 2007
Box 1 of 1	Olafur Eliasson Plan and Crate Specifications, 2006
Box 1 of 1	International Foundation for Arts Research, 2002-2003
Box 1 of 1	Talk - Hirshhorn Museum and Sculpture Garden Quarterly Staff Meeting, May 2002
Box 1 of 1	Sotheby's Proposal, September 2014