



Smithsonian

Institution Archives

Central Administrative Records, circa 1974-1989

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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Central Administrative Records
Date:	circa 1974-1989
Identifier:	Accession 93-026
Creator::	National Portrait Gallery (Smithsonian Institution). Administrative Office
Extent:	3.5 cu. ft. (3 record storage boxes) (1 document box)
Language:	English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 93-026, National Portrait Gallery (Smithsonian Institution), Administrative Office, Central Administrative Records

Descriptive Entry

This accession consists of records that document the administrative activities of the National Portrait Gallery (NPG), Office of Administration. Included are the chronological files of Carolyn K. Carr, former Assistant Director for Collections (1983-1990) and currently Deputy Director of NPG, and those of Barbara A. Hart, former Executive Officer (1984- 1990) and presently Associate Director for Administration. It also consists of acquisition expenditure reports, American Association of Museums (AAM) reaccreditation files, and departmental budget records along with justification statements, personnel forms, and exhibition information. Some correspondence and memoranda pertains to special events, United States-China Cultural Exchange Program, and the Association of Art Museum Directors (AAMD).

Names and Subject Terms

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

Subjects:

- Art museums
- Foreign relations -- China
- Museums -- Accreditation
- Museums -- Administration

Types of Materials:

- Manuscripts

Names:

- American Association of Museums

Association of Art Museum Directors
Carr, Carolyn Kinder
Hart, Barbara A.

Container Listing

Box 1

Box 1 of 4	Acquisitions - 1984
Box 1 of 4	Acquisitions - 1978-1986 (2 folders)
Box 1 of 4	Administration - 1988
Box 1 of 4	American Association of Museums Reaccreditation - 1986-1987
Box 1 of 4	Association of Art Museum Directors - 1986
Box 1 of 4	Attendance Records - 1990 (2 folders)
Box 1 of 4	Building Manager - 1982-1987
Box 1 of 4	Education - 1987-1988
Box 1 of 4	Energy Conservation Task Force - 1986
Box 1 of 4	Exhibitions - 1975-1987
Box 1 of 4	Exhibits Removal
Box 1 of 4	Barbara Hart Chron File C - January-July 1985
Box 1 of 4	Barbara Hart Chron File A - October 1983-May 1984
Box 1 of 4	Barbara Hart Chron File D - 1985-1987

Box 2

Box 2 of 4	Barbara Hart Chron File II, 1983-1985
Box 2 of 4	Barbara Hart Chron File - June-December 1984
Box 2 of 4	Japan - 1987-1988
Box 2 of 4	Library - 1982-1987
Box 2 of 4	Metro Damage - 1975-1984
Box 2 of 4	Multi-Year Affirmative Employment Program - 1987
Box 2 of 4	National Museum of American Art - 1981-1984

Box 2 of 4	Photo Lab - 1981-1985
Box 2 of 4	Photographs - 1984-1987
Box 2 of 4	Prints - 1974-1986
Box 2 of 4	Public Affairs - 1977-1987
Box 2 of 4	Registrar - 1984-1987 (3 folders)
Box 2 of 4	Special Events
Box 2 of 4	Carolyn Carr Chron File - 1988
Box 2 of 4	Office Reconfiguration - 1985-1986
Box 2 of 4	Outdated Accessions Information - 1984
Box 2 of 4	Treasures - 1989
Box 2 of 4	U.S. China Cultural Exchange Program - 1986-1987
Box 2 of 4	FY 1976-FY 1978 Budget Projection System
Box 2 of 4	FY 1976-FY 1978 Building Management Administration and Budget
Box 2 of 4	FY 1977 Budget Preparation
Box 2 of 4	FY 1977 Zero Base Budget
Box 2 of 4	FY 1978 Budget
Box 3	
Box 3 of 4	FY 1978 Budget Preparation
Box 3 of 4	FY 1979 Zero Base Budget
Box 3 of 4	FY 1979 GAO and Administration
Box 3 of 4	FY 1979 GAO Budget
Box 3 of 4	FY 1979 Budget Administration (3 folders)
Box 3 of 4	FY 1980 Departmental Budgets
Box 3 of 4	FY 1980 Budget

Box 3 of 4	FY 1981 Budget Justification
Box 3 of 4	FY 1981 Departmental Budgets
Box 3 of 4	FY 1987 Departmental Budget Requests (2 folders)
Box 3 of 4	FY 1986 Budget Preparation
Box 3 of 4	FY 1987 Federal Budget
Box 3 of 4	FY 1985 Budget
Box 3 of 4	FY 1985 Departmental Budgets
Box 3 of 4	FY 1985 Budget Preparation
Box 3 of 4	FY 1984 Departmental Budgets
Box 3 of 4	FY 1983 Budget
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Box 4 of 4	FY 1983 Budget Justification (2 folders)
Box 4 of 4	FY 1982 Budget (2 folders)
Box 4 of 4	FY 1982 Budget Review
Box 4 of 4	FY 1982 Departmental Budgets
Box 4 of 4	FY 1980 Travel Estimates