



Smithsonian

Institution Archives

Records, 1986-1992

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:	Records
Date:	1986-1992
Identifier:	Accession 94-037
Creator::	Museum Computer Network
Extent:	7 cu. ft. (7 record storage boxes)
Language:	English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 94-037, Museum Computer Network, Records

Access Restriction

Boxes 3 and 6 contain materials restricted indefinitely; see finding aid; Contact reference staff for details.

Descriptive Entry

This accession consists of the correspondence of the Executive Director; files of Spectra, the organization newsletter; membership and vendor lists; information about annual elections to the board as well as reports to the board and board correspondence; conference and workshop plans and notes; financial and tax information; grant proposals and development efforts; and materials concerning the day to day operations of the Museum Computer Network (MCN).

Names and Subject Terms

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

Subjects:

Museum information networks
Museums -- Collection management
Professional associations

Types of Materials:

Audiotapes
Brochures
Manuscripts

Names:

Museum Computer Network

Preferred Titles:

Spectra (Serial)

Container Listing

Box 1	
Box 1 of 7	1988 Correspondence Stam
Box 1 of 7	Board Correspondence, 1988/1989
Box 1 of 7	MCN Correspondence, January-August 1989
Box 1 of 7	Donations
Box 1 of 7	Accounts Received FY 1988/FY 1989
Box 1 of 7	Spectra-Back Issue Copies
Box 1 of 7	Executive Director Job Search
Box 1 of 7	Form Letters
Box 1 of 7	MCN History - David Vance
Box 1 of 7	Ideas - MCN Activity
Box 1 of 7	Intellectual Property - MCN Paper
Box 1 of 7	MAAM (Mid-Atlantic Association of Museums) List of Workshop-givers etc.
Box 1 of 7	Mailing Lists
Box 1 of 7	MCN Guide #1, #2
Box 1 of 7	1989/1990 Member Directory Master Copy
Box 1 of 7	Membership Directory 1988/1989
Box 1 of 7	Membership Directory
Box 1 of 7	MCN Membership Data
Box 1 of 7	Membership Count
Box 1 of 7	Directory
Box 1 of 7	1986 Members Directory

Box 1 of 7	Museum Documentation Association
Box 1 of 7	MCN Meeting Agendas
Box 1 of 7	Other Organizations, dues, executive director, etc.
Box 1 of 7	Presidential Reports
Box 1 of 7	Press Releases Extra Copies
Box 1 of 7	Requests for Information
Box 1 of 7	Russell, Christine
Box 1 of 7	Gretchen Goldstein
Box 1 of 7	Spectra MCN
Box 1 of 7	Spectra Rate Structure
Box 1 of 7	Spectra - Information Received But Not Used
Box 1 of 7	Spectra
Box 1 of 7	Spectra - Printing and Mailing
Box 1 of 7	Spectra - Reprinted Articles
Box 1 of 7	Mastercopies - Spectra 16:1
Box 1 of 7	Spectra 16:2 Original
Box 1 of 7	17:1 Spectra Manuscript
Box 1 of 7	MCN Software Survey
Box 2	
Box 2 of 7	Syracuse University/MCN
Box 2 of 7	Syracuse University-orders (received and outstanding)
Box 2 of 7	Training
Box 2 of 7	Vance Award
Box 2 of 7	Vendor Software A-M

Box 2 of 7	Vendor List - Master Copy
Box 2 of 7	Vendor Listing - Blank forms
Box 2 of 7	Vendor Forms - On file for list
Box 2 of 7	Vendor Mailings - Chronologic order
Box 2 of 7	Vendor List - AMI David Bearman
Box 2 of 7	Visual Resources - Correspondence and Intermediate Stages of Manuscripts
Box 2 of 7	Visual Resources - Final Form of Manuscript
Box 2 of 7	Visual Resource
Box 2 of 7	Workshop American Association of Museum (AAM), May 1990
Box 2 of 7	AAM Workshop 1990
Box 2 of 7	MCN Workshop at AAM - Requests, registrations for
Box 2 of 7	Pending Workshops
Box 2 of 7	Cooperstown Seminar - July
Box 2 of 7	New England Museum Association April (Laura Roberts)
Box 2 of 7	Workshop Overheads
Box 2 of 7	Workshop Correspondence
Box 2 of 7	Workshop Evaluation Forms
Box 2 of 7	Workshop Overhead Originals
Box 2 of 7	Workshop Materials - Copies
Box 2 of 7	Workshops
Box 2 of 7	Lower Hudson Conference, March 27
Box 2 of 7	December 4 Workshop Troy - Federation of Historical Services
Box 2 of 7	Western New York Workshop, November 27, 1989 (Avon)
Box 2 of 7	Southeast Museum Conference 1989 Workshop

Box 2 of 7	Southeast Museum Conference Workshop
Box 2 of 7	American Association of Museums (AAM) Workshop Bearman 1989 Conference
Box 2 of 7	Chase II
Box 2 of 7	Finance Correspondence, November 1982
Box 2 of 7	Spectra Originals, 1974-1985
Box 2 of 7	Spectra Back Issues
	Box 3
Box 3 of 7	MCN 1988 Conference and Meeting
Box 3 of 7	MCN 1988 Conference - Vendors and Vendor Day
Box 3 of 7	1985-1987 Conference Program and Registration
Box 3 of 7	Conference 1989 - Vendor Mailing
Box 3 of 7	MCN Conference Registrants - Pre-1988
Box 3 of 7	Conference 1989 Registrants - Partial listing
Box 3 of 7	Conference 1989 Advertisement
Box 3 of 7	Conference 1989 Abstracts
Box 3 of 7	Original 1989 Program Digital Content: Program for the Annual Conference of the Museum Computer Network, October 11-14, 1989 [Image nos. SIA2017-027382 to SIA2017-027412]
Box 3 of 7	AAM
Box 3 of 7	AAM - Name
Box 3 of 7	AAM - Museum Advocacy Team
Box 3 of 7	AAM - National Cultural Alliance
Box 3 of 7	AAM Bookstore Catalog
Box 3 of 7	AAM Advertising

Box 3 of 7	American Association for State and Local History (AASLH) Advertising
Box 3 of 7	Advertising - Places for MCN to advertise in/at
Box 3 of 7	MCN By-Laws
Box 3 of 7	1991 Board of Directors Election
Box 3 of 7	Board Election-Samples, Ideas
Box 3 of 7	MCN Museum Network Planning, FY 1991
Box 3 of 7	Board Correspondence
Box 3 of 7	MCN Executive Director Reports
Box 3 of 7	Board Meeting, April 1991
Box 3 of 7	FY 1992 Correspondence The Carnegie
Box 3 of 7	SUART Copyright Office Correspondence
Box 3 of 7	AITF
Box 3 of 7	1991/1992 Miscellaneous Correspondence
Box 3 of 7	Museum Archives Workshop/Sturbridge; April 19-20, 1991
Box 3 of 7	Miscellaneous Correspondence Deleted on Computer
Box 3 of 7	FY 1991 Correspondence
Box 3 of 7	FY 1990 Correspondence
Box 3 of 7	American Society of Association Executives
Box 3 of 7	AAM Map Assessment
Box 3 of 7	ASAE Insurance
Box 3 of 7	Development - Apple Computers
Box 3 of 7	Awards Ideas
Box 3 of 7	Development FY 1991 Federated Software Services
Box 3 of 7	Development - IMS

Box 3 of 7	MDA
Box 3 of 7	Miscellaneous Newspaper Articles
Box 3 of 7	Development - National Endowment for the Humanities (NEH)
Box 3 of 7	Pew Charitable Trust
Box 3 of 7	Pittsburgh Cultural Trust
Box 3 of 7	Development - Pittsburgh High Technology Council
Box 3 of 7	Development - Prospective Corporate Donors
Box 3 of 7	UNESCO - ICOM information
Box 3 of 7	Membership Brochure Draft
Box 3 of 7	Membership Brochure
Box 3 of 7	MCN Membership Brochure
Box 3 of 7	Membership Brochure Ideas
Box 3 of 7	"We've Moved" Postcard
Box 3 of 7	Membership
Box 3 of 7	1989/1990 Membership Counts
Box 3 of 7	Mailing Lists: Membership Prospects
Box 3 of 7	1991/1992 Membership Directory
Box 3 of 7	Membership Renewal Mailing
Box 3 of 7	Membership - Samples of Letters Mailed to Them
Box 3 of 7	Membership Information Sent
Box 3 of 7	FY 1991 Cancelled Subscriptions/Memberships
Box 3 of 7	Member Directory 1989/1990 Original Copy
Box 3 of 7	FY 1991 Curriculum Project - New York State Council on the Arts (NYSCA)
Box 3 of 7	NYSCA Final Report

Box 3 of 7	NYSCA Originals
Box 3 of 7	Real Estate Enterprises
Box 3 of 7	Office Appliances/Warranties
Box 3 of 7	Bell of Pennsylvania
Box 3 of 7	Bell Atlantic
Box 3 of 7	MCN Office/Search for Space
Box 3 of 7	Post Office - Bulk Mail Account
Box 3 of 7	Vendor - Symantec
Box 3 of 7	Office Suppliers - TCN E-mail Reference Guides
Box 3 of 7	U.S. Sprint
Box 3 of 7	Michael Tarquino/Graphic Design
Box 3 of 7	Potential Volunteers
Box 3 of 7	Personnel (3 folders) [PERMANENTLY RESTRICTED]
Box 3 of 7	Temporary Employment Agencies
Box 3 of 7	FY 1991 Secretary/Assistant to the Director Search
Box 4	
Box 4 of 7	FY 1991 Secretary/Assistant to the Director Search #3s
Box 4 of 7	Published Articles about MCN
Box 4 of 7	Press Releases
Box 4 of 7	Spectra Ad Rates Sheet
Box 4 of 7	Advertising Mailings to Vendors for Spectra
Box 4 of 7	Other Advertising Rate Samples
Box 4 of 7	Consortium for Interchange of Museum Information (CIMI) News Inserts for Spectra
Box 4 of 7	Spectra 18/1, 2 Originals

Box 4 of 7	Spectra 18:3 Originals
Box 4 of 7	MCN Vendor Lists
Box 4 of 7	Consultant List - Master Copy
Box 4 of 7	Software Demo Disks Requested
Box 4 of 7	Vendor - Accounting with Computers
Box 4 of 7	Vendor - Art Loss Register
Box 4 of 7	Vendor - AXS Optical Technology
Box 4 of 7	Vendor - Barneyscan
Box 4 of 7	Vendor - Blackbaud Microsystems
Box 4 of 7	Vendor - Capital Disk Interactive
Box 4 of 7	Vendor - Carl
Box 4 of 7	Vendor - Cinebar Productions
Box 4 of 7	Vendor - Carl Systems
Box 4 of 7	Vendor - Clio Museum Management
Box 4 of 7	Vendor - Council for Creative Projects
Box 4 of 7	Echo Consulting Services - Vendor
Box 4 of 7	Consultants - Fundraisers Service
Box 4 of 7	Vendor - Federated Software Services
Box 4 of 7	Vendor - Gallery Systems
Box 4 of 7	Vendor - GIS Systems
Box 4 of 7	Hewlett Packard
Box 4 of 7	Vendor - Inforonics
Box 4 of 7	MacTRAC
Box 4 of 7	Vendor - Master Software Corp.

Box 4 of 7	Vendor - MINT Systems
Box 4 of 7	Vendor - Museu Media
Box 4 of 7	Consultant - Museum Research Association
Box 4 of 7	Vendor - Nankivell Animal Information Services
Box 4 of 7	Consultant - Overmire Assocociation
Box 4 of 7	Vendor - Paciolan Systems
Box 4 of 7	Vendor - Polaroid Replicas
Box 4 of 7	Vendor - Prologue Systems
Box 4 of 7	Vendor - Q Systems Research
Box 4 of 7	Vendor - Questor
Box 4 of 7	Vendor - The Right Brain Inc.
Box 4 of 7	Vendor - Select Ticketing Systems
Box 4 of 7	Consultant - Systems Planning
Box 4 of 7	Vendors - Teleprocessing Inc.
Box 4 of 7	Vendor - TRAC
Box 4 of 7	Vendor - VAR/New York (Artemis)
Box 4 of 7	Vendor - Westar Systems
Box 4 of 7	Vendor - Willoughby
Box 4 of 7	CIMI Mailings
Box 4 of 7	1992 Membership Payments processed on computer
Box 4 of 7	1992 Vendor Completed Forms
Box 4 of 7	MCN Vendor and Consultant List, March 1992
Box 4 of 7	MCN 1992 List Supporting Materials
Box 4 of 7	Financing Budgets and Fiscal Reports, IRS Forms

Box 5	
Box 5 of 7	FY 1993 MCN Board Election
Box 5 of 7	Business Plan 1988 MCN
Box 5 of 7	Ready References
Box 5 of 7	FY 1992 Board Retreat August
Box 5 of 7	FY 1992 AASLH Conference Session; September 17, 1992
Box 5 of 7	FY 1992 Board Meeting; November 10, 1991
Box 5 of 7	FY 1992 Board Meeting; April 25, 1992; Washington, DC
Box 5 of 7	Software Apple Warranties and Hardware
Box 5 of 7	FY 1992 ASTC
Box 5 of 7	FY 1992 MCN Technical Information Service
Box 5 of 7	FY 1992 Quarterly Report, December 31, 1991
Box 5 of 7	FY1992 Quarterly Report, March 31, 1992
Box 5 of 7	FY 1992 Workshops AASLH, August 21, 1991
Box 5 of 7	FY 1992 Workshops Planning for Museum Automation, August 21, 1991
Box 5 of 7	AASLH
Box 5 of 7	FY 1992 Workshops Romania May
Box 5 of 7	FY 1992 Workshops Planning for Museum Automation, April 25, 1992 (3 folders)
Box 5 of 7	Registrants
Box 5 of 7	FY 1992 AAM Annual Meeting; April 25-29, 1992 session
Box 5 of 7	FY 1992 Election
Box 5 of 7	AAM Annual Meeting, May 1991
Box 5 of 7	FY 1992 AASLH Nomenclature Licensing Agreement
Box 5 of 7	AAM Media and Technology Committee, FY 1991

Box 5 of 7	FY 1992 AAM Media and Technology Committee
Box 5 of 7	FY 1992 AAM Annual Meeting Board Meeting; April 24, 1992 Conference Registration
Box 5 of 7	FY 1992 AAM Conference Media and Technology Marketplace of Ideas
Box 5 of 7	Quarterly Report, March 31, 1991
Box 5 of 7	FY 1991 Monthly Report, February 28, 1991
Box 5 of 7	Board Reports Etc. Richmond, October 1991
Box 5 of 7	FY 1991 Board Meeting; April 23, 1991
Box 5 of 7	MCN Board Meeting; April 23-24, 1991
Box 5 of 7	Development - National Science Foundation (NSF)
Box 5 of 7	Development Small Grants SU
Box 5 of 7	Development - United States, Department of Education (2 folders)
Box 5 of 7	Development Ideas
Box 5 of 7	Development Plan DCS, 1988
Box 5 of 7	Development - About Proposal, general information
Box 5 of 7	Development - Lists of Foundations
Box 5 of 7	Development - Apple, 1989
Box 6	
Box 6 of 7	Development - Robert Sterling Clark Foundation
Box 6 of 7	SUART AD
Box 6 of 7	Election Information, 1988
Box 6 of 7	Membership/Election Information, 1987
Box 6 of 7	Election, 1989
Box 6 of 7	Dues Notices
Box 6 of 7	Executive Committee, 1987

Box 6 of 7	Fax Copies - MCN Sent
Box 6 of 7	Election, 1990
Box 6 of 7	Development - NYSCA - Reimbursement information
Box 6 of 7	NYSCA Final Report
Box 6 of 7	NYSCA Document Inquiries
Box 6 of 7	Development - Foundation Replies (Alive)
Box 6 of 7	MCN - File Contents
Box 6 of 7	AAM Registrars Committee
Box 6 of 7	AAM Organizational Info
Box 6 of 7	AAM Map Grants
Box 6 of 7	Accounts Received, FY 1990/FY 1991
Box 6 of 7	Pending - Accounting
Box 6 of 7	Personnel [PERMANENTLY RESTRICTED]
Box 6 of 7	Archives - Specifications
Box 6 of 7	Archives - MCN (Alan Bain)
Box 6 of 7	AITF inquiries
Box 6 of 7	Art Information Task Force
Box 6 of 7	Bank Forms etc.
Box 6 of 7	1st 502 Reference and Information Sources and Services (microd.)
Box 6 of 7	Board of Directors Report
Box 6 of 7	Board Correspondence, 1989/1990 (2 folders)
Box 6 of 7	Board of Directors
Box 6 of 7	Board Members - Potential Candidates
Box 6 of 7	Brochures MCN and Mission Statements

Box 6 of 7	Budget - IRS
Box 6 of 7	Budget
Box 6 of 7	Budget Old Bank Statements, FY 1987/FY 1988
Box 6 of 7	By-Laws, Mail Permit, IRS letter
Box 6 of 7	Conference 1990 Brochure - Update
Box 6 of 7	MCN Conference 1990 Brochure
Box 6 of 7	Names for Conference 1990 Mailing
Box 6 of 7	Conference - Pending - Accounts
Box 6 of 7	Conference 1990 Program Proposals Form
Box 6 of 7	MCN Annual Conference 1990
Box 6 of 7	Conference Program - Ads
Box 6 of 7	October 1989 MCN Conference Papers
Box 6 of 7	Cancelled Workshop
Box 7	
Box 7 of 7	Conference Program Ideas
Box 7 of 7	AMI Consultant Lists, December 13, 1989 mailing
Box 7 of 7	Consultant Listing - Blank forms
Box 7 of 7	Consultant List Forms - On File
Box 7 of 7	Consultant Mailing, Chronologic
Box 7 of 7	Consulting
Box 7 of 7	MCN Correspondence, September 1, 1990 -
Box 7 of 7	MCN Correspondence, September 1, 1989 -
Box 7 of 7	Correspondence, Vendors
Box 7 of 7	Council of Library Resources (CLR) Correspondence and Syracuse University Contract

Box 7 of 7	CLR Financial Information
Box 7 of 7	Syracuse University Art Collection Database
Box 7 of 7	Development - Getty
Box 7 of 7	Development - Institute of Museum Service
Box 7 of 7	Development - Mellon Foundation
Box 7 of 7	Development - NEH Proposal
Box 7 of 7	Development - NEH, old file
Box 7 of 7	Computerized Interchange of Museum Information (CIMI)
Box 7 of 7	CIMI
Box 7 of 7	Development - National Historical Publications and Records Commission (NHPRC)
Box 7 of 7	Development - Council on Library Resources
Box 7 of 7	Development - New York State Conservation
Box 7 of 7	Development - New York State Council on the Arts
Box 7 of 7	Development - NYSCA, Reports of the meeting
Box 7 of 7	Development - NYSCA, Correspondence
Box 7 of 7	Museum Computer Network Annual Conference 1988 Cassette Tapes - Volume 1
Box 7 of 7	Museum Computer Network Annual Conference 1988 Cassette Tapes - Volume 2