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Records, circa 1969-1991

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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Records
Identifier:	Accession 94-130
Date:	circa 1969-1991
Extent:	3.5 cu. ft. (3 record storage boxes) (1 document box)
Creator::	National Museum of American Art. Administrative Office
Language:	English

Administrative Information

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Administrative Office, Records

Descriptive Entry

This accession consists of records documenting the administration of the National Museum of American Art (NMAA), through the Administrative Office of NMAA. Most of the records predate October 1989, when the Administrative Office was known as the Office of Administrative Services. These records consist of correspondence and memoranda pertaining to NMAA facility management; art work acquisitions (loans, gifts, and purchases); minutes of meetings; accounting and budget; grants; Congressional hearings and appropriations; exhibition maintenance; and planning for special events at NMAA.

Names and Subject Terms

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

Subjects:

Art museums
Museums -- Administration

Types of Materials:

Manuscripts

Names:

National Museum of American Art (U.S.). Office of Administrative Services

Container Listing

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- Box 1 of 4 Reinstallation, 1984
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- Box 1 of 4 Office of Contracts - Appointing principal investigator of National Collection of Fine Arts (NCFA) contracts, 1975
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- Box 1 of 4 Exit clearances, 1975-1976
- Box 1 of 4 Correspondence regarding salary information for various positions, 1983
- Box 1 of 4 List of staff members with foreign language proficiency for receptionists, 1978
- Box 1 of 4 Correspondence regarding incentive awards, 1969-1977
- Box 1 of 4 Services provided to non-SI individuals/organizations by NCFA, 1971
- Box 1 of 4 Memoranda - NCFA staff, 1969-1983 (2 folders)
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- Box 1 of 4 Council of Business Representatives - Minutes and correspondence, 1980-1982
- Box 1 of 4 NCFA organizational chart to include in publication summary of SI activities, 1979
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Box 2

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- Box 4 of 4 Congressional Hearings for FY 1990 budget, March 1989
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