



Smithsonian Institution Archives

Publicity Records, circa 1977-1996

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Smithsonian Institution Archives
Washington, D.C.
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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Publicity Records
Identifier:	Accession 97-045
Date:	circa 1977-1996
Extent:	6 cu. ft. (6 record storage boxes)
Creator::	Cooper-Hewitt, National Design Museum. Department of Development and Public Affairs
Language:	Language of Materials: English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 97-045, Cooper-Hewitt, National Design Museum. Department of Development and Public Affairs, Publicity Records

Descriptive Entry

These records were created by a succession of Public Affairs staff in the Cooper-Hewitt, National Design Museum. Arthur Lindo succeeded Isabelle Silverman as Public Information Manager around 1986. Michele Raphoon became Public Information Assistant at the same time, and took on additional duties as Special Events Coordinator in 1988. In 1990, Raphoon assumed the dual title of Membership Coordinator and Special Events Coordinator. In 1993, Lindo was briefly succeeded as Public Affairs Officer by Gwen Loeffler, who was replaced on November 1, 1993, by Barbara Livenstein.

Lindo, Loeffler, and Livenstein created the bulk of these records, which document publicity for exhibits held by the Cooper-Hewitt, National Design Museum, from 1991 to 1996. Exhibit publicity files include object photographs; copies of exhibit labels; correspondence with media and the public; press clippings; production information for brochures, press kits, and other publications; information on events related to the exhibit, such as press walk-throughs and gallery tours; and media mailing list information.

The records also contain production files for the Museum newsletter from 1979 to 1993, and copies of the newsletter from 1991 to 1994.

Names and Subject Terms

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

Subjects:

Art museums
Museum exhibits
Museums -- Public relations

Types of Materials:

Black-and-white photographs
Brochures
Clippings
Manuscripts

Names:

Lindo, Arthur
Livenstein, Barbara
Loeffler, Gwen
Raphoon, Michele
Silverman, Isabelle

Container Listing

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