



Smithsonian Institution Archives

Administrative Records, 1969-1981

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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:	Administrative Records
Identifier:	Record Unit 512
Date:	1969-1981
Extent:	7 cu. ft. (7 record storage boxes)
Creator::	Hirshhorn Museum and Sculpture Garden. Department of Administration and Museum Support Services
Language:	Language of Materials: English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Record Unit 512, Hirshhorn Museum and Sculpture Garden. Department of Administration and Museum Support Services, Administrative Records

Historical Note

A Department of Administration was created in 1971 to oversee the daily operations of the Hirshhorn Museum and Sculpture Garden (HMSG). It was also responsible for coordinating the various stages of exhibition preparation to ensure completion of each exhibition. Joseph Sefekar was the first Administrator and served until 1978. The Office was renamed the Department of Administration and Museum Support Services in 1979, and Nancy L. Kirkpatrick became its Director, a position she retained through 1981.

Descriptive Entry

This record unit documents the administrative procedures employed by HMSG. The records provide information about the process of recruiting staff for the new Museum. There are also budget and financial records, which track the costs of exhibits as they were produced.

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
Museum exhibits
Museum finance

Types of Materials:

Manuscripts

Names:

Hirshhorn Museum and Sculpture Garden. Department of Administration
Kirkpatrick, Nancy F.
Sefekar, Joseph

Container Listing

Box 1

Box 1 of 7	Edwin Dickinson
Box 1 of 7	Russian Avant-Garde
Box 1 of 7	10th Anniversary
Box 1 of 7	Evergood
Box 1 of 7	Permanent Collection
Box 1 of 7	Miscellaneous
Box 1 of 7	Eilshemius
Box 1 of 7	Grosz
Box 1 of 7	Henry Moore
Box 1 of 7	Calder
Box 1 of 7	John Quinn
Box 1 of 7	Di Suvero Dedication
Box 1 of 7	Nicholson Exhibition
Box 1 of 7	Mudford
Box 1 of 7	Hockney
Box 1 of 7	El Quatre Gats
Box 1 of 7	Earthworks (Probing the Earth)
Box 1 of 7	Europe in the Seventies
Box 1 of 7	The Animal in Art

Box 2

Box 2 of 7	Kenneth Noland
Box 2 of 7	Olitski Sculpture
Box 2 of 7	Reinstallation

Box 2 of 7	Chac-Mool
Box 2 of 7	Kin and Communities
Box 2 of 7	Leland Rice
Box 2 of 7	Gillespie
Box 2 of 7	Thomas Eakins
Box 2 of 7	Hans Hofmann
Box 2 of 7	New Acquisitions
Box 2 of 7	Hirshhorn Holiday
Box 2 of 7	E. E. Cummings
Box 2 of 7	Alfred Leslie
Box 2 of 7	Arthur B. Carles
Box 2 of 7	Barbara Wolanin (fellow who did the Carles show)
Box 2 of 7	14 Canadians
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Box 2 of 7	Bicentennial
Box 2 of 7	John Covert
Box 2 of 7	P. Plagens
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Box 2 of 7	E. Nadelman
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Box 2 of 7	David Levine
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Box 3 of 7	The Cubist Heritage
Box 3 of 7	Maillo installation
Box 3 of 7	Eskimo
Box 3 of 7	Images of Children
Box 3 of 7	Soyer
Box 3 of 7	Belgium Today
Box 3 of 7	Albers
Box 3 of 7	R. Nakian
Box 3 of 7	The Intimate Scale
Box 3 of 7	Mayan
Box 3 of 7	Lachaise

Box 3 of 7 Larry Rivers
Box 3 of 7 Joseph Stella
Box 3 of 7 Egypt Today /Mouktar
Box 3 of 7 Direct Carving
Box 3 of 7 New York: The Painter's View
Box 3 of 7 George Grosz
Box 3 of 7 Orwellian Vision
Box 3 of 7 Directions
Box 3 of 7 David Smith Unit exhibition
Box 3 of 7 Barbara Hepworth
Box 3 of 7 Hans Richter
Box 3 of 7 Art Deco Posters

Box 4

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Box 4 of 7 Collections Management Policy and Draft, 5/14/1981
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Box 4 of 7 Roster Personnel Strength
Box 4 of 7 Procedure - 35mm Slide Reference Catalogue
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