



Smithsonian Institution Archives

Records, 1974-1987

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	2
Container Listing	3

Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Records
Identifier:	Record Unit 544
Date:	1974-1987
Extent:	2 cu. ft. (2 record storage boxes)
Creator::	Cooper-Hewitt Museum. Paper Conservation Laboratory
Language:	Language of Materials: English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Record Unit 544, Cooper-Hewitt Museum. Paper Conservation Laboratory, Records

Descriptive Entry

These records document the design, construction, furnishing, and equipping of the Cooper-Hewitt Museum's Paper Conservation Laboratory during 1979 and 1980 under the guidance of Konstanze Bachmann, Paper Conservator, and Elaine Evans Dee, Curator of Prints and Drawings. The files contain Dee's February 1975 proposal for the laboratory, and also include floor plans; lists of furnishings, equipment, and supplies; and price quotes. In addition, the records contain budget and cost estimates, correspondence with suppliers and contractors, and floor plan markups.

The records also document the first five years of the New York State Conservation Consultancy (NYSCC). The organization was an outgrowth of a program at the New York University Institute of Fine Arts, and was funded by grants from the New York State Council on the Arts (NYSCA). Bachmann was Coordinator of the NYSCC from its inception in 1982 through 1987. The goal of the program was to encourage an awareness of the need for collections conservation in New York museums and historical societies. The program offered lectures and seminars on various aspects of conservation; free conservation surveys; bibliographies and lists of conservators and conservation suppliers; and free bulletins on conservation topics.

Records of the program contain the original NYSCC grant proposal submitted by Bachmann to the NYSCA in February 1981 and grant applications, budgets, grant reviews, and annual reports for each subsequent year through 1987. The files also include mailing lists; seminar information; program correspondence from 1981 to 1987; lists of conservation surveys conducted under NYSCA and NYSCC auspices from 1974 to 1986; and selected survey reports. In addition, the records contain copies of the first twenty NYSCC bulletins, as well as brochures and publicity materials.

Names and Subject Terms

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

Subjects:

Art museums
Conservation and restoration

Types of Materials:

Architectural drawings
Manuscripts

Names:

Bachmann, Konstanze
Dee, Elaine Evans
New York State Conservation Consultancy
New York State Council on the Arts
New York University. Institute of Fine Arts

Container Listing

Box 1

	Paper Conservation Laboratory proposals, design, and construction records, 1975-1980
Box 1 of 2	Plans and Layouts
Box 1 of 2	Laboratory - Layout I
Box 1 of 2	Barton
Box 1 of 2	Elaine Dee, March 1986
Box 1 of 2	Duralab
Box 1 of 2	Hamilton
Box 1 of 2	David Fabricators
Box 1 of 2	Elaine Dee
Box 1 of 2	Laboratory - Elaine Dee
Box 1 of 2	Paper Lab - Letters to Farley
Box 1 of 2	Laboratory - Original Proposal
Box 1 of 2	Duralab - Farley
Box 1 of 2	Extra Bid Package
Box 1 of 2	Laboratory - Plan and Budget (1)
Box 1 of 2	Cost
Box 1 of 2	Keewaunee
Box 1 of 2	Furnishings
	Records of the New York State Conservation Consultancy (NYSCC), 1974-1987.
Box 1 of 2	NYSCA Legal
Box 1 of 2	NYSCA - Bibliographies - Conservation
Box 1 of 2	Bulletin Printing Dates

Box 1 of 2 Bulletins - NYSCA, 1986

Box 1 of 2 NYSCA Address Lists, 1984

Box 1 of 2 NYSCA Address Lists - Dead

Box 1 of 2 NYSCA Address Lists - Directory of Historical Societies and Agencies

Box 1 of 2 NYSCA Address Lists - Gallery Associates of NY State

Box 1 of 2 NYSCA - Goodbye Letter

Box 1 of 2 Prototypes for Xerox

Box 1 of 2 Service Organizations

Box 1 of 2 NYSCA Correspondence, 1982-1984 (2 folders)

Box 1 of 2 Correspondence, 1982-1986 (5 folders)

Box 1 of 2 NYSCA/NYSCC - Grant Applications and Budgets, 1981-1987 (5 folders)

Box 1 of 2 NYSCA Grant/Contract, 1981-1987 (6 folders)

Box 1 of 2 NYSCA Fan Letters, 1983-1987 (3 folders)

Box 1 of 2 Information Series - List of Bulletins

Box 1 of 2 NYSCC Financial/Grant Review, 1983-1986 (5 folders)

Box 1 of 2 NYSCC Annual Reports, 1982-1987 (5 folders)

Box 1 of 2 Past Surveys - Location of Reports

Box 2

Box 2 of 2 List of NYSCA-Funded Surveys in New York

Box 2 of 2 NYSCA Sample Reports

Box 2 of 2 NYSCA Surveys, 1974-1986 (8 folders)

Box 2 of 2 Seminar 1985 - Wyoming

Box 2 of 2 Seminar 1985 - Watertown

Box 2 of 2 Seminar Forms

Box 2 of 2 Seminars - Location List

Box 2 of 2 NYSCA Seminar - Buffalo Museum

Box 2 of 2	NYSCA Seminar 1987 - Watertown
Box 2 of 2	NYSCC Bulletins, Numbers 1-20
Box 2 of 2	Goodbye Letter
Box 2 of 2	Brochures
Box 2 of 2	NYSCA Advertisements
Box 2 of 2	NYSCA Brochure and Application, 1983
Box 2 of 2	NYSCA Brochure and Reminder Letter, 1984
Box 2 of 2	Brochure Changes, 1985
Box 2 of 2	NYSCA - Masters of All Printing