



# Smithsonian Institution Archives

## Records, 1963-1983

Finding aid prepared by Smithsonian Institution Archives

Smithsonian Institution Archives  
Washington, D.C.  
Contact us at [osiaref@si.edu](mailto:osiaref@si.edu)

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## Collection Overview

<b>Repository:</b>	Smithsonian Institution Archives, Washington, D.C., <a href="mailto:osiaref@si.edu">osiaref@si.edu</a>
<b>Title:</b>	Records
<b>Identifier:</b>	Record Unit 576
<b>Date:</b>	1963-1983
<b>Extent:</b>	15.5 cu. ft. (15 record storage boxes) (1 document box)
<b>Creator::</b>	Smithsonian Institution. Conservation Analytical Laboratory
<b>Language:</b>	English

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Record Unit 576, Smithsonian Institution, Conservation Analytical Laboratory, Records

### Access Restriction

Box 13 contains materials restricted indefinitely; see finding aid; Contact reference staff for details.

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## Descriptive Entry

These records document the Conservation Analytical Laboratory's (CAL) work with Smithsonian Institution curators and collections during the tenures of John H. Olin, Robert M. Organ, Jacqueline S. Olin, and Eleanor McMillan. They also document the Laboratory's extensive training programs and its wide contacts with other museums, both in the United States and abroad.

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## Names and Subject Terms

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

### Subjects:

- Conservation and restoration
- Museum conservation methods
- Museum curators
- Museums -- Educational aspects
- Preservation of materials
- Training

Types of Materials:

Architectural drawings  
Manuscripts

Names:

McMillan, Eleanor  
National Museum of History and Technology (U.S.)  
Olin, Charles  
Olin, Jacqueline S.  
Organ, R. M.  
United States National Museum

## Container Listing

### Box 1

Box 1 of 16	Robert Organ
Box 1 of 16	American Association of Museums
Box 1 of 16	Admore Public Library
Box 1 of 16	Advisory Council on Historic Preservation (2)
Box 1 of 16	Agenda Office
Box 1 of 16	Agrawal, O. P.
Box 1 of 16	American Institute for the Conservation of Historic and Artistic Works (AIC)
Box 1 of 16	Albright, Alan B.
Box 1 of 16	American Association for State and Local History
Box 1 of 16	American Association for the Advancement of Science
Box 1 of 16	American Chemical Society
Box 1 of 16	American Indian Quarterly
Box 1 of 16	American Institute for Conservation
Box 1 of 16	American Freedom Train Foundation
Box 1 of 16	American Institute of Chemists
Box 1 of 16	American Museum of Natural History
Box 1 of 16	American Philosophical Society
Box 1 of 16	American Society for Testing and Materials
Box 1 of 16	American Sterilizer Company

Box 1 of 16 American University  
Box 1 of 16 Anderson House  
Box 1 of 16 Andover Historical Society  
Box 1 of 16 Annual Reports  
Box 1 of 16 Arts & Industries Building  
Box 1 of 16 Art Institute of Chicago

Box 2

Box 2 of 16 Asmus, John F.  
Box 2 of 16 Association for Preservation Technology  
Box 2 of 16 Association of Systematics Collections  
Box 2 of 16 Australian War Museum  
Box 2 of 16 Application for Facilities for Special Events  
Box 2 of 16 Applications of the Physical Sciences to Medieval Ceramics  
Box 2 of 16 Art and Archaeology Technical Abstracts  
Box 2 of 16 Anthropology, Department of (NHB)  
Box 2 of 16 Archaeometry in CAL (2 folders)  
Box 2 of 16 Ardagh Chalice  
Box 2 of 16 Bedini, Silvio (2 folders)  
Box 2 of 16 Bertrand Project  
Box 2 of 16 Beth Gibson Proposal  
Box 2 of 16 Bicentennial Committee, Georgetown, South Carolina  
Box 2 of 16 Bernice P. Bishop Museum

Box 2 of 16	Blaise Castle House Museum
Box 2 of 16	British Glass Industry Research Association
Box 2 of 16	British Columbia Provincial Museum
Box 2 of 16	British Leather Manufacturers' Research Association
Box 2 of 16	British Museum, London
Box 2 of 16	British Steel Corp. research center
Box 2 of 16	Ball State University (Indiana)
Box 2 of 16	Baltimore Museum of Art
Box 2 of 16	Barney Studio House
Box 2 of 16	W. J. Barrow Research Laboratory
Box 2 of 16	Brookhaven National Laboratory
Box 2 of 16	Buildings Management (memoranda)

Box 3

Box 3 of 16	Butterworths
Box 3 of 16	Building Management
Box 3 of 16	Brooklyn Museum
Box 3 of 16	Building Research Establishment
Box 3 of 16	Building Conservation Trust
Box 3 of 16	Canadian Conservation Trust
Box 3 of 16	Combined Federal Campaign
Box 3 of 16	Cloisters Museum

Box 3 of 16	CAL, scientists' correspondence
Box 3 of 16	CAL, audit records and correspondence
Box 3 of 16	Calabrini, John
Box 3 of 16	Carnegie-Mellon Institute of Research
Box 3 of 16	Conservators' correspondence
Box 3 of 16	Canberra College of Advanced Education
Box 3 of 16	Carbon 14 dating file
Box 3 of 16	Carousel project (Dentzel carousel)
Box 3 of 16	Centennial Safe
Box 3 of 16	Center for Archaeometry (Missouri)
Box 3 of 16	Center for Materials Research in Archaeology and Ethnology
Box 3 of 16	Center for Study of Archaeology and Materials
Box 3 of 16	Center for the Prevention of the Deterioration of Materials
Box 3 of 16	Central Research Laboratory for Objects of Art and Science
Box 3 of 16	Children's Museum of Indianapolis
Box 3 of 16	City Museum and Art (London)
Box 3 of 16	College of the Virgin Islands
Box 3 of 16	College of William and Mary
Box 3 of 16	Collongues, R.
Box 3 of 16	Colonial Williamsburg
Box 3 of 16	Colorado State University
Box 3 of 16	Columbia University



Box 3 of 16 Conservation Analytical Laboratory (2 folders)

Box 3 of 16 Conservation of Art on Paper

Box 4

Box 4 of 16 Conservation Center of the Institute for Fine Art, New York University

Box 4 of 16 Conservation information program

Box 4 of 16 Conservation Materials LTD

Box 4 of 16 Conservation Orientation Lecture Series, Robert M. Organ, 1968-1971 (2 folders)

Box 4 of 16 Corning Museum of Glass

Box 4 of 16 Corpus Christi Museum

Box 4 of 16 Conservation Orientation Lecture Series, Robert M. Organ, 1971-1977 (5 folders)

Box 4 of 16 Conservation survey committee

Box 4 of 16 Conservation, Training in

Box 4 of 16 Consiglio Nazionale della Ricerche

Box 4 of 16 Contemporary Arts Museum (Houston, Texas)

Box 4 of 16 Cooperstown Graduate Programs

Box 4 of 16 Cooper-Hewitt Museum of Decorative Arts and Design

Box 4 of 16 Department of Exhibits

Box 4 of 16 Department of Indian Affairs and Northern Development

Box 4 of 16 Department of State (Florida)

Box 4 of 16 Department of State

Box 5

Box 5 of 16	DePuy, C. H.
Box 5 of 16	Detroit Institute of Arts
Box 5 of 16	Dibner Library
Box 5 of 16	Dickinson College
Box 5 of 16	Director's Office, Museum of History and Technology (MHT)
Box 5 of 16	Division of Agriculture and Mining
Box 5 of 16	Division of Ceramics and Glass
Box 5 of 16	Division of Conservation (MHT)
Box 5 of 16	Division of Costumes and Furnishings
Box 5 of 16	Division of Cultural History
Box 5 of 16	Division of Domestic Life
Box 5 of 16	Division of Electricity and Nuclear Energy
Box 5 of 16	Division of Graphic Arts and Photography
Box 5 of 16	Division of Mechanical and Civil Engineering
Box 5 of 16	Division of Medical Science
Box 5 of 16	Division of Military History
Box 5 of 16	Division of Mineral Sciences
Box 5 of 16	Division of Musical Instruments
Box 5 of 16	Division of Naval History
Box 5 of 16	Division of Numismatics
Box 5 of 16	Division of Physical Sciences

Box 5 of 16	Division of Political History
Box 5 of 16	Division of Postal History
Box 5 of 16	Division of Textiles
Box 5 of 16	Division of Transportation
Box 5 of 16	Document Preservation Committee (Ligonier, Pennsylvania)
Box 5 of 16	Doerner Institut
Box 5 of 16	Donnelly, R. R. & Sons Co., Chicago
Box 5 of 16	Dumbarton Oaks
Box 5 of 16	Reading File, January- July, 1983 (7 folders)
Box 5 of 16	Reading File, 1981
Box 5 of 16	Reading File, 1980
Box 5 of 16	Reading File, 1979
Box 5 of 16	Reading File, 1978
Box 5 of 16	Reading File, 1977

Box 6

Box 6 of 16	Employment at CAL
Box 6 of 16	Energy Conservation Taskforce
Box 6 of 16	Environmental Protection Agency (D.C.)
Box 6 of 16	Eley, Wayne H. Associates Inc., New York City
Box 6 of 16	Executive Committee meeting
Box 6 of 16	Fogg Art Museum

Box 6 of 16	Forest Products Research Laboratory
Box 6 of 16	Fraiko, Fred
Box 6 of 16	Future Directions in Archaeometry
Box 6 of 16	Freer Gallery of Art
Box 6 of 16	Gallery (Salisbury, Maryland)
Box 6 of 16	Georgetown University
Box 6 of 16	Gettysburg Park
Box 6 of 16	Goldkuhle, Dieter
Box 6 of 16	George Washington University
Box 6 of 16	Hazards in the Arts (Chicago)
Box 6 of 16	Health Services Division
Box 6 of 16	Joseph H. Hirshhorn Museum and Sculpture Garden
Box 6 of 16	Honolulu Academy of Arts
Box 6 of 16	Hot Shoppes cafeteria
Box 6 of 16	Howell, Douglas Morse
Box 6 of 16	Illumination file
Box 6 of 16	Information Officer (CAL)
Box 6 of 16	International Council of Museums
Box 6 of 16	Institut Royale du Patrimoine Artistique
Box 6 of 16	Institute of Archaeology (London)
Box 6 of 16	Institute of Paper Chemistry
Box 6 of 16	Institute of Physics

- Box 6 of 16 Intermuseum Conservation Association/Intermuseum Laboratory
- Box 6 of 16 International Advisory Services Inc.
- Box 6 of 16 International Center Committee
- Box 6 of 16 International Council of Museums (2 folders)
- Box 6 of 16 International Center for Study of Restoration of Cultural Property (formerly Rome Center, ICCROM), 1964-1974 (Folder 1 of 3)

Box 7

- Box 7 of 16 International Center for Study of Restoration of Cultural Property (formerly Rome Center, ICCROM), 1964-1974 (Folders 2-3 of 3)
- Box 7 of 16 International Foundation for Art Research Inc.
- Box 7 of 16 International Institute for Conservation of Historic and Artistic Works
- Box 7 of 16 IIC, Washington, D.C., 1982
- Box 7 of 16 Massachusetts Institute of Technology (2 folders)
- Box 7 of 16 Mario's Conservation Services
- Box 7 of 16 Maryland Historical Society
- Box 7 of 16 Metrication
- Box 7 of 16 Merrimack Valley Historical Society
- Box 7 of 16 Metropolitan Museum of Art
- Box 7 of 16 Minnesota Historical Society
- Box 7 of 16 Charles Milton
- Box 7 of 16 Mint Museum of Art (North Carolina)
- Box 7 of 16 Mitre Corporation

Box 7 of 16                      Miscellaneous, 1979-1981 (2 folders)

Box 7 of 16                      Museum of Fine Arts Boston

Box 7 of 16                      Minnesota Mining and Manufacturing Co.

Box 7 of 16                      Munson-Williams-Proctor Institute

Box 7 of 16                      Musees de France

Box 7 of 16                      Museum Documentation Center, Imperial War Museum

Box 7 of 16                      MESH (Museum Exchange of Systems Help)

Box 7 of 16                      Museum of African Art

Box 7 of 16                      Museum Association, London

Box 7 of 16                      Museum of American History

Box 7 of 16                      Museum Support Center

Box 7 of 16                      Museum of Mexico

Box 8

Box 8 of 16                      Museum of Modern Art, New York City

Box 8 of 16                      McMillan, Eleanor

Box 8 of 16                      McCrone Research Institute

Box 8 of 16                      National Air and Space Museum

Box 8 of 16                      The National Gallery, London

Box 8 of 16                      National Trust for Historic Preservation

Box 8 of 16                      National Science Foundation

Box 8 of 16                      National Archives

Box 8 of 16                      National Museum, New Delhi

Box 8 of 16	National Museum of Man
Box 8 of 16	National Aeronautics and Space Administration
Box 8 of 16	National Museets, Denmark
Box 8 of 16	New York State Parks and Recreation
Box 8 of 16	New York University Institute of Fine Arts
Box 8 of 16	National Academy of Sciences
Box 8 of 16	National Bureau of Standards
Box 8 of 16	National Conservation Advisory Council
Box 8 of 16	National Endowment for the Arts
Box 8 of 16	National Park Service
Box 8 of 16	National Research Council
Box 8 of 16	National Endowment for the Humanities
Box 8 of 16	National Gallery of Canada
Box 8 of 16	National Museum Act
Box 8 of 16	National Museum of Antiquities
Box 8 of 16	National Gallery of Art, Washington, D.C.
Box 8 of 16	Native American Training Program Coordinator
Box 8 of 16	Neah Bay Laboratory, Neah Bay, Washington
Box 8 of 16	Navy Museum (Captain Pineau)
Box 8 of 16	New England Library Board
Box 8 of 16	Newberry Library

Box 8 of 16 New England Document Conservation Center

Box 8 of 16 New York Ocean Science Laboratory

Box 8 of 16 New York State Museum

Box 9

Box 9 of 16 National Museum of American Art/National Portrait Gallery

Box 9 of 16 National Library of Australia

Box 9 of 16 National Endowment for the Humanities

Box 9 of 16 Library, CAL

Box 9 of 16 Lathe information

Box 9 of 16 Los Angeles County Museum of Art

Box 9 of 16 Laboratoire de Recherche des Monuments Historiques

Box 9 of 16 Lebowitz, Murray

Box 9 of 16 Lechtman, Heather

Box 9 of 16 Leech, Bernard, Royal Ontario Museum

Box 9 of 16 Leeds University

Box 9 of 16 Lehmann, J.

Box 9 of 16 Littlemore Scientific Engineering Co.

Box 9 of 16 Library of Congress

Box 9 of 16 Office of American Studies

Box 9 of 16 Office of Computer Services

Box 9 of 16 Oceanography

Box 9 of 16 Office of Academic Studies, 1963-1971 (3 folders)



Box 9 of 16	Office of Fellowships and Grants
Box 9 of 16	Office of Accounting and Financial Services
Box 9 of 16	Office of Management Analysis
Box 9 of 16	Office of Museum Programs (2 folders)
Box 10	
Box 10 of 16	Office of Personnel Administration
Box 10 of 16	Office of Plant Services
Box 10 of 16	Office of Grants and Risk Management
Box 10 of 16	Office of General Counsel
Box 10 of 16	Office of Horticulture
Box 10 of 16	Office of International Programs
Box 10 of 16	Office of Equal Opportunity
Box 10 of 16	Office of Exhibits Central
Box 10 of 16	Organ, R. M. (general)
Box 10 of 16	Office of Printing and Photographic Services
Box 10 of 16	Office of Protection Services
Box 10 of 16	Office of Personnel Administration
Box 10 of 16	Office of Programming and Budget
Box 10 of 16	Office of Public Affairs
Box 10 of 16	Office of the Registrar
Box 10 of 16	Office of Supply Services

Box 10 of 16	Office of the Under Secretary
Box 10 of 16	Ohio Historical Society
Box 10 of 16	Olin, Jacqueline S.
Box 10 of 16	Organ, Robert M. (general)
Box 10 of 16	Organization of American States
Box 10 of 16	Oriental Institute Museum
Box 10 of 16	Pell, Senator Claiborne
Box 10 of 16	Pennsylvania Historical and Museum Commission/William Penn Memorial Museum and Archives Building
Box 10 of 16	People's Republic of China
Box 10 of 16	Perrot, P. N. (materials)

Box 11

Box 11 of 16	Perrot, P. N. (memos)
Box 11 of 16	Perrot, Paul N.
Box 11 of 16	Personnel information CAL (employment)
Box 11 of 16	Philippot, Paul
Box 11 of 16	Photographic Services, 1976-
Box 11 of 16	Pomerantz, Louis
Box 11 of 16	Process Materials Corp.
Box 11 of 16	Queen's University at Kingston
Box 11 of 16	Radiation exposure reports (Landauer)
Box 11 of 16	Rare book conservation lab

Box 11 of 16                    Renwick Gallery

Box 11 of 16                    Reptiles Division

Box 11 of 16                    Research Laboratory for Archaeology and the History of Art

Box 11 of 16                    Richey, Dale

Box 11 of 16                    Rochester Museum and Science Center

Box 11 of 16                    Rocky Mountain Regional Conservation Center

Box 11 of 16                    Rohm & Haas

Box 11 of 16                    Romarchite

Box 11 of 16                    Romisch-Germanischen Zentralmuseums

Box 11 of 16                    Royal Ontario Museum

Box 11 of 16                    Library, Smithsonian Institution

Box 11 of 16                    Safety Management Officer

Box 11 of 16                    SARCAR

Box 11 of 16                    Secretary, SI (Adams, Robert McCormick)

Box 11 of 16                    Secretary, SI (S. Dillon Ripley)

Box 11 of 16                    SI-NBS seminar announcement

Box 11 of 16                    St. Mary's, Maryland

Box 11 of 16                    Shipping invoices

Box 12

Box 12 of 16                    Smithsonian Institution Traveling Exhibitions Services (SITES)

Box 12 of 16                    Smithsonian Archives

Box 12 of 16                    Smithsonian Bicentennial

Box 12 of 16	Smithsonian Associates
Box 12 of 16	Smithsonian Institution Press
Box 12 of 16	SI-NBS seminars
Box 12 of 16	Society for American Archeology
Box 12 of 16	Smithsonian Council
Box 12 of 16	Time & attendance (correspondence)
Box 12 of 16	Walters Art Gallery
Box 12 of 16	Weidner, Mrs. Marilyn
Box 12 of 16	Washington Conservation Guild
Box 12 of 16	Washington University Center for Archaeometry
Box 12 of 16	Weil, Phoebe D.
Box 12 of 16	Western Australian Museum
Box 12 of 16	Westley, Harold
Box 12 of 16	Winterthur Museum
Box 12 of 16	Yale University
Box 12 of 16	University Museum/University of Pennsylvania
Box 12 of 16	UNESCO
Box 12 of 16	Underwater Archaeology Association
Box 12 of 16	University of Maryland
Box 12 of 16	University of Illinois at Urbana-Champaign

Box 13

Box 13 of 16	University of Dublin
Box 13 of 16	University of Alaska, university museum
Box 13 of 16	University of Delaware
Box 13 of 16	University of Cambridge (England)
Box 13 of 16	Peabody Museum of Archaeology and Ethnology
Box 13 of 16	Textile Museum
Box 13 of 16	Filing
Box 13 of 16	Tokyo National Research Institute of Cultural Properties
Box 13 of 16	Victoria & Albert Museum
Box 13 of 16	Vinland Map
Box 13 of 16	Textile conservation (England)
Box 13 of 16	The Australian Museum
Box 13 of 16	Thermoluminescence
Box 13 of 16	Thomson, Garry
Box 13 of 16	University of California
Box 13 of 16	Volunteers (CAL)
Box 13 of 16	Van Asperen de Boer, J. R.
Box 13 of 16	University of Texas
Box 13 of 16	University of Navarra (Dr. A. Lopez-Roman)
Box 13 of 16	Talley, Kerby
Box 13 of 16	Mark H. McCormick-Goodheart
Box 13 of 16	Hans Wong

Box 13 of 16	Personnel Announcements
Box 13 of 16	Analytical chemist [RESTRICTED]
Box 13 of 16	CAL - one with each announcement set
Box 13 of 16	Organic chem, trust & term [RESTRICTED]
Box 13 of 16	David W. Carnahan
Box 13 of 16	T. K. Sham
Box 13 of 16	Jean S. Lee
Box 13 of 16	Joyce H. Hyde
Box 13 of 16	Myuing Soo Chun
Box 13 of 16	William Isakson
Box 13 of 16	David R. Odgers
Box 13 of 16	Bruce E. Wilcomb
Box 13 of 16	Jaroslav Czajkowski
Box 13 of 16	DeLyle Eastwood
Box 13 of 16	Ashan U. Khan
Box 13 of 16	William L. McDowell
Box 13 of 16	Altaf U. Rahman
Box 13 of 16	Louis S. Stuhl
Box 13 of 16	Herman Wagner
Box 13 of 16	Margaret Powers
Box 13 of 16	Organic Chemistry, Federal

Box 13 of 16	CAL copy of applications [RESTRICTED]
Box 13 of 16	Romualdo Avila
Box 13 of 16	A. M. Ayesh
Box 13 of 16	Mary T. Baker
Box 13 of 16	William T. Blanchard
Box 13 of 16	Mojtaba Bonakdar
Box 13 of 16	Allan Bokser
Box 13 of 16	Pamela Brown
Box 13 of 16	Tuan-ying Chen
Box 13 of 16	David Tuan-Yuan Chang
Box 13 of 16	Viraf F. Dalal
Box 13 of 16	Lan Dao
Box 13 of 16	Michele Derrick
Box 13 of 16	Jon Draeger
Box 13 of 16	Elke E. Fatool
Box 13 of 16	David H. Giamalva
Box 13 of 16	Robert E. Goozner
Box 13 of 16	Zvi Grauer
Box 13 of 16	Casper Greenwalt
Box 13 of 16	Marifaith Hackett
Box 13 of 16	Ladislav Hala
Box 13 of 16	Louise Hellwig

Box 13 of 16 Tsuey-Chen Hsu

Box 13 of 16 Izumi Ishii

Box 13 of 16 Inam Jawed

Box 13 of 16 David H. Adams

Box 13 of 16 George F. Kraus

Box 13 of 16 K. P. Kundu

Box 13 of 16 Morris Lindsey

Box 13 of 16 Joseph A. Loo

Box 14

Box 14 of 16 Bobby E. McClellan

Box 14 of 16 Tadeusz Malinski

Box 14 of 16 Diadema Tor Mansour

Box 14 of 16 Kathleen Martin

Box 14 of 16 Stephen P. Miller

Box 14 of 16 K. A. Khider Mohamed

Box 14 of 16 Deborah Lea Morrison

Box 14 of 16 Mark Nagumo

Box 14 of 16 Daniel Nechkash

Box 14 of 16 Gerald Ramelow

Box 14 of 16 A. K. Puri

Box 14 of 16 Lawrence Rasheed



Box 14 of 16	J. R. Rivas-Enterrios
Box 14 of 16	Ivan Santos
Box 14 of 16	Jamie J. Shakar
Box 14 of 16	Xianqian Shi
Box 14 of 16	Frederick P. Smith
Box 14 of 16	John Stanislaus
Box 14 of 16	Richard S. Sternal
Box 14 of 16	M. A. Tadayyoni
Box 14 of 16	Richard L. Treanor
Box 14 of 16	Kandasamy Vijayan
Box 14 of 16	Gregory Wallraff
Box 14 of 16	Adrian Weisz
Box 14 of 16	Mary T. Zoeckler
Box 14 of 16	Foreign candidate procedure
Box 14 of 16	Personnel Correspondence
Box 14 of 16	Merk and Ballard
Box 14 of 16	Biweekly Reports, 1982
Box 14 of 16	Assignment Reports, 1982 (18 folders)
Box 14 of 16	Assignment Reports, 1983
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Box 14 of 16	Biweeklies, 1983
Box 14 of 16	Assignment Reports, 1981 (2 folders)

Box 15

Box 15 of 16	Biweeklies, 1984
Box 15 of 16	Smithsonian Opportunities for Research and Study, 1984
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Box 15 of 16	Smithsonian Council of Conservators
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Box 15 of 16	Guillaume
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Box 15 of 16	Jarvela
Box 15 of 16	Laszlo

Box 16

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Box 16 of 16	Tate
Box 16 of 16	Zebala
Box 16 of 16	Zsuzsanna
Box 16 of 16	Anthony Listi
Box 16 of 16	Ann Boulton
Box 16 of 16	Dana Brown
Box 16 of 16	Vicki Cassman
Box 16 of 16	Robin Chamberlin
Box 16 of 16	Mary Cropley
Box 16 of 16	Kathleen Garland
Box 16 of 16	Lauren Donner
Box 16 of 16	Correspondence to be filed