

Archives Minutes 3-13-19

Lisa Mullinax, Sadie Somerville, Barbara Macklem, Ellen Dolmetsch, Pat Morrison, Linda Toman, Liz Jones-Minsinger, Robin MacDonald and Volunteer Vicki Scott

Dates coming up:

April 11- Wilmington Trail Club will stop by museum around 11:00 Sadie will meet them

April 24 Arden Craft Shop Museum Inc. Annual Board meeting

April 29- Osher's Hike into History tour of Arden with introduction at the Gild Hall with Barbara Macklem followed by a walking tour

April 28- 1-3:00 -Afternoon with the Artists: presentation on the making of the ACRA Mural with Linda Celestian, Jeanne Orr, and David Gerbec

Treasures from the June Kleban collection small exhibition will be arranged in early May

May 19, Sunday- ACRA house and Garden Tour. Museum will be on tour need volunteers to sit at museum during tour 11-4

June-Mini Shakespeare exhibit will be put together around June 12. Include in letter to Donors about the exhibit. Pat suggested using June's "I like Ray Siegfried" and Burn's night toast she gave on Video of June Kleban exhibition.

Collections:

Barbara will visit the Winterthur Conservation Clinic to look at the Johanna Schroeder found objects Sculpture to be repaired

Bunni Hurlong Watercolor reframed with archival matt and backing and fitted back in frame. Sadie will submit invoice for material costs.

Ideas for June Kleban Memorial funds:

Line shelves with foam, Photos and slides to scan(pay intern?) ,digitize and transcribe Oral Histories, Record new oral histories, plexi vitrine for display

Got new wand scanner to scan Ardentown leasehold records

Scholars research:

Karissa Moritori, and her professor, Joelle came to assess photo albums and create best practices on how to care and keep them. They will come back over next couple Months.

Karissa will do a presentation for the Archives and Museum committee on how to work with photo albums and scrapbooks.

At the **Small Museum association conference** Barbara said that one of the presenters explained how to create a Museum operations manual includes a strategic Plan and other documents as well as explanation on how the museum is run.

Sadie and Barbara will work on putting one together

Robin will create a disaster Recovery kit and what to do in case of a disaster hits the museum (major Storm, fire, flooding, damages)

Ideas for **Behind the Scenes at the Museum for 15th Anniversary**

Get Ardentown and Ardencroft residents of Arden to come and see what we do here at the museum.

Acquisitions:

Harry and Betty Ann Themal- Archival materials Arden School, ACRA, Arden Pool, Arden Library mid 1960's Accepted