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Things Great And Small Collections Management Policies

**Cinnamon Catlin-Legutko, Stacy
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Things Great And Small Collections Management Policies:

Things Great and Small John E. Simmons, 2017-12-01 Care of the collections is a core responsibility for all museums and related cultural institutions. The foundation of collections care and stewardship is good collections management policies. This revised edition of *Things Great and Small* is a comprehensive resource for preparing and implementing collections management policies. Drawing on his extensive experience as a collections manager, educator, consultant, and surveyor for the AAM's Museum Assessment Program, John E. Simmons reviews current ideas and literature on the subject, highlights the issues that collections management policies should address, and explains the pros and cons of choosing some policy options over others. In the second edition, coverage of several key areas is greatly expanded or new. Information includes digital collections, intellectual property rights, deaccessioning, and use of deaccessioning proceeds, laws, regulations, changes in standards, and benchmarks for collections care, the way US museums are funded and administered, and new standards and practices for collection storage environments. Featuring more than 40 tables and charts and nearly 20 model policy templates, this major publication is aimed at museums of all kinds, historic houses and sites, and other cultural institutions. *Things Great and Small* John E. Simmons, 2024-03-18 Collection care is a fundamental responsibility for museums and other collecting institutions, and the foundation of collection stewardship is good collection management policies. The new third edition of *Things Great and Small* continues to be a comprehensive resource for developing, implementing, and revising collection management policies and includes new information for addressing prolonged or permanent closure of museums, wider parameters for collection storage environments, and sustainable collection management practices to cope with climate change. Drawing on more than 50 years of experience as a collection manager, educator, consultant, and AAM Museum Assessment Program peer reviewer, John E. Simmons reviews the most recent collection management thinking and literature, helps determine which policies an institution needs, and provides guidance on policy content. In this new edition, coverage of critical areas is expanded, including digital objects, intellectual property rights, deaccessioning, decolonization, standards, and best practices, collection storage environment parameters, managing off-site storage facilities, health and safety, laws, and regulations, risk management, and sustainable collection management practices. With more than 50 tables and charts and model policy templates, this major publication is aimed at museums of all kinds, historic houses and sites, and other collecting institutions. **Stewardship: Collections and Historic Preservation** Cinnamon Catlin-Legutko, Stacy Klingler, 2011-11-16 Proper collections care, planning, and conservation is an essential responsibility for a museum of any size, but funding for these obligations often falls to the bottom of funding priorities because its constituencies are the quietest. Small museums need affordable ways to provide basic care for their collections and the tools to lobby for additional funds for the long-term health of collections. Small museums often do not have staff expertise on the maintenance and preservation of these large and expensive pieces of history. This book offers practical tips for collections care, including preservation strategies for historic

properties and a primer on managing potential harms to your artifacts *Museum Registration Methods* John E. Simmons, Toni M. Kiser, 2020-06-22 Since the first edition was published in 1958 *Museum Registration Methods* has defined the profession and served as a fundamental reference for all aspects of collections registration care and management The sixth edition of *Museum Registration Methods* is a comprehensive guide to registration and collections management for museums from acquisition to use and deaccessioning The authors and other contributors come from a wide variety of museums and specializations The 56 chapters in this edition are either new or updated and include the history of the profession the role of the registrar in the museum managing very large collections developing and implementing collection management policies documentation of collections accessioning condition reports deaccessioning repositories and provenance research Contemporary and digital art living and natural history collections loans exhibitions found in collection objects shipping records management and electronic data management are also addressed along with object handling and numbering digitization condition reporting preventive care storage on and off site inventory moving and packing shipping nationally and internationally couriers risk assessment security insurance integrated pest management ethics sustainability sacred and culturally sensitive objects intellectual property rights appraisal ethical and legal issues and research The book includes a comprehensive resource list glossary hypothetical situations to ponder and model collection forms *Museum Administration 2.0* Hugh H. Genoways, Lynne M. Ireland, 2016-07-18 Wondering what a museum director actually does About to start your first director's job Looking for guidance in starting up a museum or working with a museum director Hugh Genoways Lynne Ireland and Cinnamon Catlin Legutko have taken the mystery out and put common sense and good guidance in Learn about everything from budgets and strategic planning to human resources and facilities management to collections and programming They also help you tackle legal documents legal and ethical issues and challenges for today's 2020 world Case studies and exercises throughout help you review and practice what you are learning and their extensive references will be a welcome resource **Practical Approaches to Collections Care** Samantha Forsko, 2022-12-09 While cultural heritage practitioners and caretakers are often intimidated by best practices *Practical Approaches to Collections Care* helps to alleviate those concerns offering a stepped approach to preservation encompassing a variety of collections care programs The author drawing on over a decade of experience working in libraries museums archives and other historic sites and specifically building off of her work as a Preservation Specialist at the Conservation Center for Art Historic Artifacts discusses realistic efficient and sustainable approaches to collection housing space planning environmental management facilities care emergency preparedness and much more Giving examples of implementation and easy to follow guides that will allow readers to start from scratch or improve an already existing program Forsko demonstrates how preservation can become a component of any collections care program Encouraging the reader to start by taking small manageable steps the author shows that even the smallest of actions can make a difference that will ultimately help to preserve collections and

ensure that the world's heritage will remain intact for future generations Practical Approaches to Collections Care takes an applied approach making suggestions the reader can immediately implement no matter the size of their institution It is an essential tool for stewards of cultural heritage collections particularly collections managers registrars and preservation specialists It will also be useful to students who are engaged in the study of collections care *Managing Previously Unmanaged Collections* Angela Kipp, 2024-11-19 This book is a practical guide for everyone who is confronted with a collection that hasn't seen any preventive conservation or cataloging before It helps gaining an overview defining priorities and organizing the work in a way it is safe for the objects and the people involved It defines logical exits goals to work towards where the collection is in a state the next steps can wait without risking the progress made Later on readers learn to define their own logical exits that fit their specific situation Compared to other books about collections management it doesn't focus on the details of collections care but rather on the big picture of managing such a project It assumes that at the beginning there is nothing but the reader and an unmanaged collection so that part of the project is to source money material and people to help The second edition has a new chapter on setting up collections management systems the original text was reworked and in parts enhanced there are additional success stories in the last chapter with references to them in the text and the bibliography now contains some resources for natural history indigenous and archaeological collections

What Every Museum Director Should Know about Working with Boards Edward M. Luby, 2024-09-16 While new directors learn how to manage and lead museums as part of their professional training and career development the skills and knowledge required to work with boards which are instrumental to a museum director's work must somehow be acquired on the job as one's career progresses *What Every Museum Director Should Know about Working with Boards* is designed to empower new and aspiring museum directors by equipping them with the skills and knowledge to work with boards *What Every Museum Director Should Know about Working with Boards* uses museum based vignettes of all too true situations encountered by new museum directors to illustrate what museum directors need to understand about their work with museum boards so that they have the skills and knowledge to identify assess and successfully navigate the common issues they will inevitably encounter as a director Following the vignette analysis of the situation and strategic guidance are offered A new director's understanding of how boards are structured and operate how they will interact with the board and what areas they will work on with the board are all critical to a new museum leader's success However busy new directors often do not have time to access the many widely dispersed resources about working with boards or to ascertain what parts of board operations will most affect their daily work Consequently *What Every Museum Director Should Know about Working with Boards* outlines how boards are organized discusses the common points of contact between the director and the museum's board and examines the kinds of challenges museum directors will likely encounter in working with their boards Given the importance of museum boards to the success of museums and a director's understanding of boards to their own

career development What Every Museum Director Should Know about Working with Boards is an essential resource for new and aspiring museum directors Cultural Property Acquisitions Aimée L. Taberner, 2016-06-16 Museum staff whether new to the field or working with collections for decades are often overwhelmed by the complexities of acquiring cultural property particularly antiquities and archaeological material Collecting practices now require a greater degree of transparency and cooperation with various stakeholders than in the past and are under greater scrutiny to be in line with current legal requirements and ethical expectations This book provides a concise unbiased and practical resource for those tasked with navigating the complicated and rapidly changing legal and ethical landscape governing the acquisition of cultural property and archaeological material **Foundations of Museum Studies** Kiersten F. Latham, John E. Simmons, 2025-09-02 A holistic introduction to museum theory and practice this second edition is designed to be the core introductory text for any foundational museum studies course being taught in any discipline You ll examine the evolution divergence definition and legal organization of museums in the context of collections of objects and how museums perform the basic functions of preservation communication and research Through the lens of museological theory and a systems approach you ll learn how museum objects are managed by professionals and used by the public and scholars You ll get an overview of contemporary museums worldwide and think through the future of museums Useful as an introductory text for any foundational museum studies course whether in library and information science museum studies or a related area this text s unique perspective approaches museums as communicative knowledge systems that deal with people objects and ideas The second edition includes new material on museum careers legal issues globalization climate change positive museology and museums and sustainability This foundational text is adaptable to a broad range of courses and disciplines when paired with supplementary readings

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