



Saving Oklahoma Treasures

April 28-May 1, 2013

This four-day event commences on Sunday, April 28, 1:00 PM-5:00 PM, with a Family Treasures Road Show at the Oklahoma History Center, continues with two full-days of training devoted to collections care, and concludes with a May Day Call to Action event at the State Capitol on May 1.

Sunday, April 28

Preserving Family Treasures Road Show

1:00 PM – 5:00 PM

Oklahoma History Center

800 Nazih Zuhdi Drive, Oklahoma City, OK



1 PM to 3 PM – INDIVIDUAL CONSULTATIONS

Collections care professionals from around the nation will be on hand to advise individuals on the best way to preserve treasured artifacts.

3 PM to 5 PM – “ASK THE EXPERTS” PUBLIC FORUM

Collections care professionals will participate in an "Ask the Experts" Public Forum where they will evaluate and discuss the care of a few items brought in by participants.

Eight categories of items will be evaluated:

- **Books**, Dianna Clise, Preservation Conservator, Midwest Art Conservation Center
- **Paper** (letters, comic books, certificates, maps, and other paper-based items), Rebecca Elder, Adjunct Preservation Field Services Officer, Amigos Library Services
- **Photographs** (all types, as well as scrapbooks and albums), Gina Minks, Imaging and Preservation Service Manager, Amigos Library Services
- **Recordings** (home movies, cassette tapes, VHS, and others), Chad Williams, Deputy Director, Research Division, Oklahoma Historical Society
- **Medals and Coins**, Dr. Bob Pickering, Senior Curator, Gilcrease Museum
- **Paintings and Painted Surfaces**, Carmen Bria, President and Chief Conservator, Western Center for Conservation of Fine Arts
- **Textiles**, Jeanne Brako, Curator/Conservator, Center of Southwest Studies, Fort Lewis College, Durango, CO
- **Organics** (leather, baskets, feathers), Stephanie Allen, Ethnology Collection Manger, Sam Noble Museum

Collection Care Conference

April 29-30 ■ 9:00 AM – 5:00 PM

Sheraton Hotel and Conference Center ■ 1 Broadway, Oklahoma City, OK

Monday, April 29

- 8:30 AM-5:00 PM Registration, Century Foyer
- 9:00 AM-9:30 AM Buffet Breakfast, Century Foyer
- 9:30 AM-10:30 AM Opening Session, Century Ballroom

- *Welcome and Introduction to the Oklahoma Cultural Heritage Trust, Ken Busby, Master of Ceremonies and Executive Director & CEO of the Arts and Humanities Council of Tulsa*
- *Stories from the Attic: How Objects Open Windows to History Keynote*
Dr. Bob Blackburn, Executive Director, Oklahoma Historical Society



Dr. Bob Blackburn

- 10:30 AM-10:45 AM Break, Century Foyer

CONCURRENT SESSIONS A

10:45-12:00 Noon

- A-1 Preservation Planning for Collecting Institutions** **Plaza North**
- To ensure the long-term preservation, security, and accessibility of collections, archives, libraries, and museums should have a written plan that addresses general and specific needs for the care of collections, including establishing priorities and identifying resources for implementation. In this session, participants will learn about the preservation planning process, including how to conduct a variety of assessment surveys relating to policies and procedures, risk management, security, materials handling, storage, collections surveys, and facility assessment. Sample preservation plans will be provided, as well as assessment forms, and sources of funding for collections care needs. Participants will receive a copy of *Assessing Preservation Needs: A Self Study Guide* produced by the Northeast Document Conservation Center.
- Presenter: **Gina Minks**, Imaging and Preservation Service Manager, Amigos Library Services

- A-2 It's a Bird, It's a Plane, It's a Disaster! Basic Disaster Planning** **Plaza South**
- This session will cover basic disaster planning for all institutions, from lists of resources, to how to create a plan. Every institution no matter how small needs a disaster plan for the safety of your staff and your collections. After all, emergencies can come in many forms from treacherous weather to mechanical breakdown not to mention potential hazards such as fire, water, mold, and even insects. Archives, libraries, and museums need to be prepared before a disaster happens, and this session will provide guidance to take on this important task. Don't wait until a disaster strikes; get prepared at this session.
- Presenter: **Delayna Trim**, Curator of Collections, Mabee-Gerrer Museum of Art

- A-3 Digitization and You: An Overview of Digitization’s Role in Preservation** **Green Country**
Reel-to-reel, 8-track, tintype, cassette, microfilm; instruments we are familiar with are becoming obsolete due to technological advancements. The shortage of ‘vintage’ equipment and the limited resources that were once readily available to experience our treasures are restricted at best. The fact is that we must take action to preserve these stories, the sounds and the documents in addition to making them accessible to our children and grandchildren. Through a few simple steps we can help save our personal collections by becoming familiar with the processes of preserving and copying audio materials, photographic materials, and microfilm to newer formats as they become available. The goals of the session are to provide practical applications through simple techniques and becoming knowledgeable concerning the critical need for immediate action.
Presenter: J.A. Pryse, Digital Archivist, Oklahoma Historical Society Research Center
- A-4/Lab Strategies for Textile Collections: Understanding Textiles and their Preservation Needs** **Frontier**
 In order to preserve textiles, whether clothing, rugs, quilts, embroideries, flags and other items you may have in your collections, we need to understand how different textile materials age over time. By examining actual textiles, and through demonstrations, we will learn to assess the condition and needs of textiles in order to make decisions for their care, cleaning, storage and use in exhibits. This session sets the stage for applying the skills that will be presented in the subsequent textile sessions.
Presenter: Jeanne Brako, Curator/Conservator, Center of Southwest Studies, Fort Lewis College
- A-5/Lab Collection Storage Solutions: Custom Boxes and Storage Methods** **Great Plains**
 This hands-on workshop will cover basic methods for designing and creating custom boxes for odd and oversized artifacts. Various storage containers will be shown and methods and materials will be covered. The workshop will include discussions and demonstrations for designing, cutting, and assembling boxes and containers.
Presenter: Scott Dye, Collections Care Consultant
- A-6/Lab Considerations When Working with Albums, Scrapbooks, and Mounted Photographs** **Red Carpet**
 Historical print mountings and adhesives are often acidic and, over time, may discolor, become brittle, and damage materials. In this session, participants will learn how to assess the situation and determine if the scrapbook/album/mounted photograph should be stabilized and kept intact or if it should be digitized and disassembled. Proper handling procedures, basic conservation steps, and proper enclosures will be covered.
Presenter: Dianna Clise, Associate Paper Conservator and Preservation Conservator, Midwest Art Conservation Center

What Would You Do?

Luncheon and Interactive Disaster Response Exercise

Sponsored by Amigos Library Services

12:00 NOON – 1:30 PM Century Ballroom

This is a fun exercise where you will be introduced to an ever-escalating disaster scenario. You and your luncheon companions will discuss the situation and propose the best response. Will you know what to do?
Leader: Gina Minks, Imaging and Preservation Service Manager, Amigos Library Services



- B-1** **Images of the Past: An Introduction to Identifying, Caring for, and Using Photographs** **Plaza North**
In many collections, little is known about when or how a photograph was taken, let alone who or what is portrayed in the image. This session will focus on the history of the photographic process and how to identify different types of photographs. Examples of different types of photographs will be available for the audience to examine.
Presenter: **Gina Minks**, Imaging and Preservation Services Manager, Amigos Library Services
- B-2** **Basics of Preservation Surveys** **Plaza South**
Preservation surveys are the foundation to ensuring the long-term survival of valuable collections. They can help identify priorities for collections care and can be used to obtain funding for preservation projects. This session focuses on key aspects of preservation surveys, steps institutions can take in-house, what to expect during a professional survey, and where to find funding. The presenter will share personal experiences with preservation surveys.
Presenter: **Amanda Hudson**, Senior Archives Manager, The Chickasaw Nation
- B-3** **Preservation of Paintings and Painted Surfaces** **Green Country**
This session will cover the care (preventive conservation) of paintings as well as the treatment (conservation) of paintings. This will include a discussion of the proper framing, handling, storage, packing/transport, and display of paintings. Other topics to be covered are: the deterioration of paintings including sources of deterioration (the environment, neglect, physical damage, etc.) and how to examine a painting to determine condition with a description of some common condition problems. There will also be a short Power Point presentation showing the actual treatment of paintings which will highlight the difference between conservation and restoration. Mr. Bria will tailor this session to the concerns and needs of those attending his session, so come prepared with your questions.
Presenter: **Carmen Bria**, President and Chief Conservator, Western Center for Conservation of Fine Arts
- B-4/Lab** **Strategies for Textile Collections: Preventative Care & Storage** **Frontier**
The workshop will include discussions and demonstrations about how to create and upgrade storage for textiles in your collection. This includes determining which storage materials and methods are best for specific textiles, as well as assessing your current practices to capitalize on the resources around you. You are welcome to bring photos of your storage areas or items with special needs.
Presenter: **Jeanne Brako**, Curator/Conservator, Center of Southwest Studies, Fort Lewis College
- B-5/Lab** **Salvaging Wet Materials, Part I** **Kiamichi**
Part I of a two-part session will concentrate on the instruction of salvage of damaged collections to minimize loss. Participants will be instructed how to prioritize salvage efforts, organize and document salvage operations, and stabilize collections materials that are wet, moldy, or sooty. Participants are highly encouraged to attend both Part I and Part II as Part II will provide valuable hands-on salvaging experience, employing the techniques and considerations covered in Part I. Limit of 32 participants.
Presenters: **Jennifer Day**, Archivist, The City of Oklahoma, City Clerk's Office; **Mike Bell**, Curator of Collections, Oklahoma History Center; **Jennifer Holt**, Curator of Collections, Will Rogers Memorial and Museum, **Kristin Mravinec**, Collections Volunteer; **Gerrianne Schaad**, Director of Dickinson Research Center, National Cowboy & Western Heritage Museum; **Jason Schubert**, Curator, J.M. Davis Arms and Historical Museum; **Delayna Trim**, Curator of Collections, Mabee-Gerrer Museum of Art; and **Karen Whitecotton**, Curator of Collections, Oklahoma History Center

B-6/Lab Books in Special Collections of Archives, Libraries, and Museums **Red Carpet**
Books are often expected to function in a way that most artifacts are not. Understanding how books are made, why they deteriorate, and what you can do to preserve them will improve the well-being of your collection. This session will focus on understanding the agents of deterioration and preventing problems whenever possible. Proper handling procedures, storage enclosures, and environmental conditions will be covered.
Presenter: **Dianna Clise**, Associate Paper Conservator and Preservation Conservator, Midwest Art Conservation Center

BREAK **2:30 PM – 2:45 PM**
CONCURRENT SESSIONS C **2:45 PM - 3:45 PM**

C-1 Identifying and Addressing Environmental Dangers in Collections and Buildings **Plaza North**
This session will provide an overview of how items within collections, and sometimes the museum or library building itself, may present hazards to staff and patrons. Discussed will be measures to take when the historic building itself is the hazard, using the State Capital Publishing Museum in Guthrie, OK as a case study. Constructed in 1902, the building housed an industrial publishing company until the 1970s. The building is saturated with 70+ years of inks, solvents, adhesives and any number of chemicals used in the printing processes. The potential dangers presented by the chemicals and equipment present, in addition to the age and historic fabric of the building, influence how the staff and the patrons interact with the museum. Also addressed will be medicines and old medicine bottles present in many collections. While many are inane, some are disasters just waiting to be uncorked. Resources to help identify contents of unlabeled bottles, general safety precautions, and what information should be included in your disaster planning will be shared.
Presenters: **Nathan Turner**, Director, Oklahoma Territorial Museum and Historic Carnegie Library; **Erin Brown**, Curator of Collections, Oklahoma Territorial Museum

C-2 Fundraising to Capitalize on Collections Care **Plaza South**
This session will explore the basic principles of fundraising, and how it can be adapted to collections care. Topics will include sharing your story, board and staff responsibilities, relationship building, cultivating donors, making the ask, timelines, and saying thank you. The session will conclude with strategies and tips you can take back and begin using right away to help secure much needed funds for your collection care.
Presenter: **Ken Busby**, Executive Director and Chief Executive Officer of the Arts & Humanities Council of Tulsa

C-3 Monitoring the Museum Environment **Green Country**
Controlling the environment is the most important step in preserving any collection. An environmental monitoring program that measures temperature and relative humidity is key to understanding your environment. This session will discuss a variety of environmental monitoring supplies and equipment, ranging from very inexpensive RH indicator cards to sophisticated data loggers.
Presenter: **Dianna Clise**, Associate Paper Conservator and Preservation Conservator, Midwest Art Conservation Center

C-4 /Lab Strategies for Textile Collections: Use in Exhibitions **Frontier**
We will look at various ways that textiles can be safely exhibited. This includes creating hanging systems, stabilizing and supporting weak areas, mounting or framing, creating custom support mounts, and designing and dressing mannequins. You are welcome to bring photos of any items that you have questions or concerns about.
Presenter: **Jeanne Brako**, Curator/Conservator, Center of Southwest Studies, Fort Lewis College

C-5/Lab Salvaging Wet Materials, Part II **Kiamichi**

Part II of a two-part session will consist of a hands-on exercise in salvaging wet collection materials representative of museums, libraries, and archives. Learn how to salvage wet objects, textiles, works on paper, photographs, paper documents, and books. Participants are highly encouraged to attend both Part I and Part II as Part II will provide valuable hands-on salvaging experience, employing the techniques and considerations covered in Part I. Limit of 32 participants.

Presenters: **Jennifer Day**, Archivist, The City of Oklahoma, City Clerk's Office; **Mike Bell**, Curator of Collections, Oklahoma History Center; **Jennifer Holt**, Curator of Collections, Will Rogers Memorial and Museum, **Kristin Mravinec**, Collections Volunteer; **Gerrienne Schaad**, Director of Dickinson Research Center, National Cowboy & Western Heritage Museum; **Jason Schubert**, Curator, J.M. Davis Arms and Historical Museum; **Delaynna Trim**, Curator of Collections, Mabee-Gerrer Museum of Art; and **Karen Whitcotton**, Curator of Collections, Oklahoma History Center

C-6/Lab Matting Works on Paper **Red Carpet**

Works of art and documents on paper are easily torn, folded, smudged, and susceptible to chemical damage by components contained in paperboard and adhesives used in matting. The session will provide information about recommended materials for matting and indicate those materials to avoid. Participants will learn how to make the simplest and most commonly used mat using conservation-quality mat board, papers, and adhesives.

Presenter: **Scott Dye**, Collections Care Consultant

BREAK	3:45 PM - 4:00 PM
CONCURRENT SESSIONS D	4:00 PM-5:00 PM

D-1 Collections Stewardship: Large or Small, We're All the Same! **Plaza North**

Large or small, museums have many of the same collection-related issues. How do you decide what to accept into the museum collections? What steps should you take after you have the objects at the museum? How do you store the objects? What happens if there are pests? And what exactly is digitization? This session will provide attendees with the basics steps of good collections stewardship and how to apply them by looking at "case studies"/scenarios/hands-on examples to answer these and other questions as well as discussions of real-world issues and questions from those in attendance.

Presenter: **Margaret Landis**, Paleobotany, Micropaleontology, & Mineralogy Collection Manager, Sam Noble Museum; **Stephanie Allen**, Ethnology Collection Manger; Sam Noble Museum; **Roxie Hites**, IPM/Collection Technician, Sam Noble Museum; **Lindsay Palaima**, Museum Registrar, Sam Noble Museum; **Marcia Revelez**, Mammalogy Collection Manager, Sam Noble Museum

D-2 Care of Historic Firearms **Plaza South**

While many museums have firearms in their collections, most museum staff members have little or no training or experience with firearms. In an attempt to aid in this education, this session will cover information and training necessary to managing firearms within a museum collection. Participants will learn firearms safety, identification techniques, legal ramifications, storage methods, care and basic conservation techniques, and exhibition issues peculiar to firearms.

Presenter: **Jason Schubert**, Curator, J.M. Davis Arms & Historical Museum

D-3 The Nuts & Bolts of Collections Management Policies: It's A Good Thing! **Green Country**

Having a written Collections Management Policy can help your institution clearly define why you are in operation and how your collection is safeguarded. This session will outline the fundamental elements of a good policy, and how those elements work together to guide staff and board members in responsible collections management.

Presenters: **Melissa Owens**, Registrar, National Cowboy & Western Heritage Museum; **Kristin Mravinec**, Collections Volunteer

D-4/Lab Strategies for Textile Collections: Preparing Textiles for Exhibition **Frontier**

In this hands-on workshop, we will try out some of the methods that were outlined in the previous textile sessions. Hands-on activities will include creating Velcro hanging systems, stitching and supporting tears, creating custom supports and mounts, and dressing and padding mannequins. You are welcome to bring photos of any items that you have questions or concerns about.

Presenter: **Jeanne Brako**, Curator/Conservator, Center of Southwest Studies, Fort Lewis College

D-5/Lab Identification, Dating, and Care of 1800s Photographs, Including Glass Negatives **Great Plains**

At the conclusion of this session the participant will be able to identify and document daguerreotypes, ambrotypes, tintypes, cased images, carte de viste, and cabinet cards. Glass negatives will also be included. The participant will understand the historical significance of these photographs and how to preserve them for future generations through digitization.

Presenter: **Jim Goss**, Director/Curator, Frank Phillips Home, Oklahoma Historical Society

D6 /Lab Object Labeling: New Supplies and Techniques **Red Carpet**

This session covers the basics of object labeling as well as introducing some new methods and techniques. The workshop will discuss why we label, how to label different types of materials, and the different techniques available. The workshop includes a presentation and hands-on activity. Participants are encouraged to bring photographs of objects they would like to label that demonstrate problematic labeling issues.

Presenters: **Heidi Vaughn**, Director, University of Central Oklahoma Laboratory of History Museum



A detail of a vintage banjo from the American Banjo Museum. Photo courtesy of The American Banjo Museum.

Please Join us for a Welcome Reception at
The American Banjo Museum

9 East Sheridan, Oklahoma City

6:00 PM – 7:00 PM

A national treasure in downtown Oklahoma City, the American Banjo Museum is a world-class facility dedicated to preserving and promoting the music and heritage of America's native musical instrument - the banjo. During your visit to the American Banjo Museum, interpretive exhibits as well as video and performance theaters will make you a witness to the history of the banjo - from its humble African roots through its heyday during the Roaring 20s to its present voice in Bluegrass, folk and world music.

The Museum is about a 10-minute walk from the Sheraton

Collection Care Conference

April 29-30 ■ 9:00 AM – 5:00 PM

Sheraton Hotel and Conference Center ■ 1 Broadway, Oklahoma City, OK

Tuesday, April 30

- 8:00 AM-5:00 PM Registration, Century Foyer
- 8:30 AM-9:30 AM Buffet Breakfast, Century Foyer
- 9:30 AM-10:30 AM General Session, Century Ballroom

- *Welcome and Introduction*, Ken Busby, Master of Ceremonies and Executive Director & CEO of the Arts and Humanities Council of Tulsa
- *Winning Friends and Influencing Decision Makers: The Art of Advocating for Your Organization*
Panel Members: Dr. Bob Blackburn, Executive Director, Oklahoma Historical Society; Retired Legislator TBD; Lobbyist



CONCURRENT SESSIONS E

10:45-12:00 Noon

- E-1 Effective Ways to Engage Your Community in Collections Care** **Plaza North**
With the premise that the story of your institution can best be told through its collections, the presenters will walk you through the development of a customized community outreach program. Practical advice will be provided on establishing goals, defining target audiences, developing key messages, and identifying tactics. Case studies from successful outreach efforts will be provided, as well a Community Outreach Toolkit, including a directory of Oklahoma media outlets. Audience participation is encouraged...please share your success stories!
Presenters: **Marketing Firm** TBD; **Susan Feller**, Development Officer, Oklahoma Department of Libraries; **Brenda Granger**, Executive Director, Oklahoma Museums Association; **Joan Singleton**, Director, Bartlesville Area History Museum and Library; Community Panel TBD.
- E-2 Digital Projects: Preserving the Past, Present, and Future** **Plaza South**
This session will provide an overview of planning, implementation, training, quality control, workflow, monitoring, and day-to-day operating of the digitization process.
Presenter: **Gina Minks**, Imaging and Preservation Services Manager, Amigos Library Services
- E-3 Security Issues in Cultural Heritage Institutions** **Green Country**
Security is a major problem faced by all cultural heritage institutions. Buildings and collections need to be protected from theft, damage, fire and other disasters and the safety of visitors and staff ensured. This session will outline emergency preparedness issues and the basic steps necessary to prevent occurrences and to protect visitors and staff.
Presenter: **David Dagg**, Head of Security, Sam Noble Museum

E-4/Lab Collections Storage on a Shoestring **Frontier**

Finding efficient and cost effective ways to properly store objects in your collections benefits their care and preservation. Take a systematic approach to improving collections storage using materials at hand and a dedicated volunteer workforce. We will also discuss strategies for accomplishing larger storage projects.
Presenter: **Jeanne Brako**, Curator/Conservator, Center of Southwest Studies, Fort Lewis College

E-5/Lab Care of Folded and Rolled Documents **Great Plains**

This hands-on workshop provides the basics of safely caring for and housing folded and rolled items. Participants will learn to: 1) make humidification chambers to humidify documents; 2) flatten documents using sheets of blotting paper and Plexiglas; 3) stabilize torn documents by encapsulation in polyester film or placement in a sleeve or envelope; 4) choose from the variety of folders and boxes that are commercially available for the storage of documents; 5) Create protective folders and 6) Learn proper practices for documents that must remain rolled.
Presenter: **Rebecca Elder**, Adjunct Preservation Field Services Officer, Amigos Library Services

E-6/Lab Archive Preservation vs. Conservation **Red Carpet**

Where is the fine line that determines the level of care an artifact requires? This presentation is for the collection caretaker or processor who needs some basic information on when and how to employ the available archival products to safely protect their collection. Topics will include the appropriate and inappropriate use of "archival" tapes, dealing with soiled collections and choosing enclosures that promote safe handling of materials. Participants will gain hands on experience in the application of "archival" tapes and basic surface cleaning techniques for soiled documents and photographs.
Presenter: **Deborah Baker**, Registrar, Edmond Historical Society and Museum



“Ask the Experts” Networking Luncheon

12:00 NOON – 1:30 PM

Century Ballroom

This luncheon is intended to provide you with an opportunity to network with the people who may have answers to your questions. At 1:00 PM, moderators will be around to inquire about interesting questions posed.

Sponsored by Midwest Art Conservation Center

1. **Archives Conservation**, Jan Davis, Gerrienne Schaad, Chad Williams,
2. **Books and Scrapbooks**, Dianna Clise, Associate Paper Conservator and Preservation Conservator, Midwest Art Conservation Center
3. **Collections Care Plans**, Rebecca Elder, Adjunct Preservation Field Services Officer, Amigos Library Services
4. **Collections Care Site Visits**, Susan Feller, Development Officer for the Oklahoma Department of Libraries
5. **Collections Storage**, Kristin Mravinec, Collections Volunteer
6. **Digitization Practices**, JA Pryse, Digital Archivist, Oklahoma Historical Society
7. **Emergency Planning**, Delayna Trim, Curator of Collections, Mabee-Gerrer Museum of Art
8. **Firearms and Weapons**, Jason Schubert, Curator, JM Davis Arms & Historical Museum
9. **Medals and Coins**, Dr. Dr. Bob Pickering, Senior Curator, Gilcrease Museum
10. **Organic Materials**, Stephanie Allen, Ethnology Collection Manger, Sam Noble Museum
11. **Paintings and Painted Surfaces**, Carmen Bria, President and Chief Conservator, Western Center for Conservation of Fine Arts
12. **Photographs**, Gina Minks, Imaging and Preservation Service Manager, Amigos Library Services
13. **Textiles**, Jeanne Brako, Curator/Conservator, Center of Southwest Studies, Fort Lewis College
14. **Security**, David Dagg, Head of Security, Sam Noble Museum
15. **Top Ten Endangered Artifacts**, Stacy O’Daniel, Administrative & Program Associate, Oklahoma Museums Association
16. **Traveling Exhibit**, Brenda Granger, Executive Director, Oklahoma Museums Association

- F-1** **Care of Historic Photographs** **Plaza North**
This session will address environmental monitoring, the effects of temperature and relative humidity, basic care and cleaning, storage solutions including cold storage for some photographic materials and simple preservation of photographic collections. This session is intended to help archives, libraries and museums caring for photographs to gain a better understanding of the collections and how to care for them.
Presenter: **Gina Minks**, Imaging and Preservation Service Manager, Amigos Library Services
- F-2** **Environmental Considerations When Planning Exhibits** **Plaza South**
Many environmental factors cause damage to art, objects or documents used in exhibitions. High light levels, excessively high or low humidity, rapid changes in humidity and temperature, and air-borne particles all cause damage. This session provides guidelines and suggestions for creating appropriate exhibition environments.
Presenter: **Dr. Bob Pickering**, Director of Academic Affairs and Public Programs, Gilcrease Museum
- F-3** **Care and Handling of Audio and Video Recordings** **Green Country**
Magnetic media includes audio and video tape, both of which are heavily represented in archival collections. In this session, participants will gain an understanding of the components of magnetic media, how they deteriorate, and the best ways to slow this deterioration, both through environmental control and appropriate care and handling.
Presenter: **Rebecca Elder**, Adjunct Preservation Field Services Officer, Amigos Library Services
- F-4/Lab** **Thinking Out of the Box: Quick Storage Solutions** **Frontier**
Have you ever needed a way to hang an oddly shaped dress or suit? Or needed to keep a beaded bag from sliding around in its box? Learn how to quickly stabilize and store fragile and problematic artifacts with various types of archival materials. This hands-on workshop provides the basic fundamentals of quick storage solutions for your collections storage. Learn about how to pad, cushion and safely house the precious objects in your collections.
Presenters: **Helen Stiefmiller**, Collections Manager, Oklahoma City National Memorial & Museum; **Karen Whitecotton**, Curator of Collections, Oklahoma History Center
- F-5/Lab** **Photographing Artifacts for Collections Management** **Great Plains**
This fun, informative workshop will give participants the tools to document artifacts using digital photography and basic photo software (such as Microsoft Office Picture Manager) for editing photos. Workshop attendees will come away with a better understanding of digital cameras and their functions as well as simple yet effective methods of photo editing. Participants will also learn about key photography components such as composition, lighting, white balance, perspective, and digital processing options. Participants are also invited to bring cameras for questions and discussion.
Presenter: **Scott Dye**, Collections Consultant
- F-6/Lab** **Preservation of Paper Items While Processing: Maximize Your Time and Supply Budget** **Red Carpet**
Caring for paper items is as simple as placing them in archival preservation housing. Stabilization, repair and protection can be achieved without fancy tools or expensive specialty supplies. Learn how to utilize basic archival storage supplies to their maximum potential while preserving paper items during processing. This session outlines how staff time spent handling documents during processing can also include preservation activities. Outcomes of this session include: knowledge of basic paper preservation principles; essentials of proper housing techniques for paper items; and how to make your own spacers and enclosures.
Presenters: **Jennifer Day**, Archivist, The City of Oklahoma City, Clerk's Office; **Judie Matthews**, Archivist/Records Management Specialist, Oklahoma Department of Libraries

- G-1** **Preservation Site Visits: How to Apply and What to Expect** **Plaza North**
 With funding from the Institute of Museum and Library Services, the Oklahoma Cultural Heritage Trust will provide up to 25 organizations with in-depth, specialized assistance with collections care, fundraising, and marketing plans. This session will review the application procedures, the assessment process, and mandatory participation requirements. At the end of the project, organizations will have: 1) A written collections care report that covers recommended handling and storage techniques, basic environmental concerns, building condition and maintenance, a collection assessment, recommendations for storage equipment and supply needs, advice on proper display conditions and techniques, and other information tailored to the specific needs of the individual organization; 2) Assistance with developing a case for support and a fundraising plan; and 3) Assistance with developing a community engagement/marketing plan.
Presenters: **Rebecca Elder**, Adjunct Preservation Field Services Officer, Amigos Library Services, **Susan Feller**, Co-Project Director, Oklahoma Cultural Heritage Trust; **Brenda Granger**, Co-Project Director, Oklahoma Cultural Heritage Trust; **Jennifer Holt**, Will Rogers Memorial Museum
- G-2** **Help! I Have Interns in the Collection** **Plaza South**
 Do you need more hands, but are hesitant to have volunteers and interns handling your precious objects? It can work out great for everyone involved with a little planning and training. Learn how collections professionals, interns and volunteers can work together for the good of the mission and collections. Expand your staff by attending this session which will cover how interns and volunteers can be utilized with your collection to great results.
Presenter: **Delayna Trim**, Curator of Collections, Mabee-Gerrer Museum of Art
- G-3** **What's Bugging You? Integrated Pest Management Cultural Institutions** **Green Country**
 Insects and pests can cause significant damage to archival materials. In the past, chemical pesticides were relied on for routine pest prevention and response to infestation. However, a growing awareness that the chemicals in pesticides pose health hazards and damage collections has resulted in a strategy called Integrated Pest Management (IPM). Attendees will learn how to use IPM strategies to prevent infestations, recognize signs of infestations, isolate and treat infested materials, and recognize the most dangerous insects to collections.
Presenter: **Helen Stiefmiller**, Collections Manager, Oklahoma City National Memorial & Museum
- G-4/Lab** **Archives 101 for Libraries and Museums** **Frontier**
 Have you been collecting historical documents and photographs about your institution or community but are unsure how to identify, store, organize, preserve, and manage these materials? This session is intended for the non-archivist and will explore the basics of establishing an archive within a library or museum. Resources will be provided that will help you as you move forward.
Presenters: **Jan Davis**, Administrative Archivist, Oklahoma Department of Libraries and **Gerriane Schaad**, Director, Dickenson Research Center, National Cowboy & Western Heritage Museum
- G-5** **Let's Start From the Beginning** **Great Plains**
 Collections care relies on several different elements, one being acceptable materials for storage and display. Another important factor is paperwork--specifically forms that not only track artifact conditions and locations, but records a wide variety of information as well. Materials and forms can make the difference in managing preservation of collections for the long-term. This session will review common storage materials as well as examples of common forms and paperwork used in daily collections tasks.
Presenters: **Karen Whitecotton**, Curator of Collections, Oklahoma History; **Kristin Mravinec**, Collections Volunteer

G-6/Lab Four Flap Enclosures for Archival and Library Materials**Red Carpet**

A four-flap enclosure is a quick, easy, and inexpensive housing for small books and pamphlets. In this session, participants will learn to create this type of enclosure, including information about the necessary tools and materials. Skills taught will include basic measurement, cutting, and folding.

Presenters: **Rebecca Elder**, Adjunct Preservation Field Services Officer, Amigos Library Services

BREAK**3:45 PM - 4:00 PM****CONCURRENT SESSIONS H****4:00 PM – 5:00 PM****H-1 Funding Opportunities for Cultural Collections****Plaza North**

This session will review funding for cultural projects, provide grant writing strategies and tips, and provide examples of successful applications. Participants will receive a copy of “Capitalize on Collections Care” an IMLS-funded publication that provides useful information on generating new contributions, increasing support, and fostering new audiences.

Presenter: **Gina Minks**, Imaging and Preservation Service Manager, Amigos Library Services

H-2 PastPerfect Software: A Case Study on Its Uses and Functions**Plaza South**

PastPerfect Software is used by more than 8,000 collecting institutions to manage collection, donor, and membership information. Focusing on how the Oklahoma Territorial Museum uses PastPerfect and how the museum treats artifacts, this session will describe the uses, functions, and the variety of customization available, as well as an overview of each catalog, the reports and research functions, security customization, bar-coding potential, and other features. Participants are encouraged to discuss how they may use the software differently and share insights into how to maximize the software’s potential.

Presenter: **Erin Brown**, Curator of Collections, Oklahoma Territorial Museum

H-3 Lessons Learned: Disaster Preparedness**Green Country**

In January 2009, the Oklahoma City National Memorial & Museum experienced a major catastrophe, a flood. Museums have plans for what to do should disaster strike. This session will discuss the lessons learned from this experience including insurance issues and communicating your plan.

Presenters: **Lynne Roller**, Director of Education & Research, Oklahoma City National Memorial & Museum; **Helen Stiefmiller**, Collections Manager, Oklahoma City National Memorial & Museum

H-4/Lab Exhibiting and Storing Medals and Coins**Frontier**

Coins and medals provide special insights into history. Although made of metal (usually copper, silver or gold), these small objects have special storage needs. They provide significant challenges for exhibition. This session demonstrates safe storage containers and discusses various methods for making coins and medals more accessible in exhibitions.

Presenter: **Dr. Bob Pickering**, Senior Curator, Gilcrease Museum

H-5/Lab Protecting Fragile Archival Materials**Great Plains**

This session covers how to safely handle and store fragile materials, how to make preservation photocopies or scans, the use of support boards, and the basics of encapsulation.

Presenter: **Rebecca Elder**, Adjunct Preservation Field Services Officer, Amigos Library Services

H-6 Collections Conundrums: Current Issues in Collections Care**Red Carpet**

We all have conundrums in our collections that are difficult to solve on our own. How can I find the original lender of this object? Why should I not give deaccessioned items back to their original owners? Should I give a loaned object back to one of several lenders’ heirs? Join our moderators for a roundtable discussion on current issues in collections care and pose your own question or help provide solutions for others. Audience participation is encouraged. You may email your questions in advance to jholt@willrogers.com

Moderators: **Michael Bell**, Curator of Collections, Oklahoma History Center; **Jennifer Holt**, Curator of Collections, Will Rogers Memorial Museum; **Jason Schubert**, Curator, JM Davis Arms & Historical Museum

Closing Session, Century Ballroom, 5:15 PM

This is your opportunity to reflect on the two days of training, submit input on upcoming projects, thank the volunteer presenters who made the conference possible, and win **VALUABLE** door prizes.



Door prizes to be awarded include:

- Professional Services for Collections Care in Archives, Libraries, and Museums
- Professional Services in Developing a Fund Raising Plan
- Books on Collections Care
- Archival Supplies and Materials
- PastPerfect Museum Software
- And More!!!

Jewel Box Receptions and Tours

Downtown Oklahoma City's Cultural Gems

6:00 PM – 8:00 PM

While most of the locations are easily accessible by the Red Trolley Cars or by walking, for your convenience a private bus will make a continuous loop from 5:45 PM until 8:00 PM.

Oklahoma City is home to some of the nation's top museums and attractions. On this evening, you may experience four of these jewels, including special tours and exhibitions and collections. Light refreshments will be provided. Event included with conference registration. Limited parting at locations.

OKLAHOMA CITY MUSEUM OF ART

415 Couch Avenue

The Oklahoma City Museum of Art presents outstanding special and permanent collections, as well as an extensive collection of European and American art. This museum is home to the most comprehensive collection of Chihuly glass in the world, including the 55-ft tall glass tower. The Museum's Special Exhibition Gallery presents national and international traveling exhibitions, as well as exhibitions organized by the museum.



OKLAHOMA CITY NATIONAL MEMORIAL & MUSEUM

620 North Harvey

One of Oklahoma's most notable destinations, the Oklahoma City National Memorial & Museum stands as a celebrated example of a living monument to honor those who were killed, those who survived and those changed forever by the April 19, 1995, bombing of the Alfred P. Murrah Federal Building. The Memorial & Museum are dedicated to educating visitors about the impact of violence, informing about events surrounding the bombing, and inspiring hope and healing through lessons learned by those affected. You will be forever changed by what you see and learn here.



RED EARTH MUSEUM

6 Santa Fe Plaza

The Red Earth Museum is home to a respected permanent collection of more than 1,400 items of traditional and contemporary fine art, pottery, basketry, textiles and beadwork. Collection pieces are rotated for viewing throughout the year. A major component of the downtown attraction is a sales gallery featuring original Native American artwork including items such as paintings, jewelry, pottery, and beadwork along with other Native American related items.



MYRIAD BOTANICAL GARDENS AND CRYSTAL BRIDGE TROPICAL CONSERVATORY

301 West Reno Avenue

One of the more amazing sites in the Oklahoma City metro area, the Myriad Botanical Gardens is a 17-acre, nationally-renowned paradise of exotic plant life, tropical terrain and beautiful landscapes. There are more than 1000 different species of plants at the Myriad Botanical Gardens from 6 different continents. There are two areas of the conservatory, a Tropical Rain Forest Zone and Dry Tropical Zone.



Photos courtesy of the respective institutions.



May Day Call to Action

Please join the Oklahoma Cultural Heritage Trust and friends of archives, libraries, and museums from throughout the state as we celebrate Oklahoma's heritage. Events at the State Capitol include:

- Cultural Champion Breakfast, House Lounge
- Endangered Artifacts Table Top Exhibits, First Floor East and West Wings
- Endangered Heritage Traveling Exhibit, First Floor
- Presentation of Proclamation from Governor Fallin, Governor's Blue Room
- Presentation of Concurrent Resolution, House Chambers

PRESENTERS

Stephanie Allen is the Collection Manager for the Ethnology Department of the Sam Noble Museum (SNM). She is responsible for the daily operations and management of the collections of Ethnology, Classical Archaeology, and Native American Fine Art. She received her BA in Anthropology and Art History from Trinity University in San Antonio, TX, and her MA in Museum Studies with a focus on Collections Management from George Washington University in Washington, DC. Before coming to SNM, she worked at the Smithsonian's National Museum of Natural History, the Alexandria Archaeology Museum, the Heritage Farmstead Museum, the Dallas Historical Society, and the San Antonio Museum of Art. Most recently, Stephanie Allen has guest lectured on ethical issues in a museum environment for Trinity University's "Anthropological Ethics" course. Additionally she has presented on: Integrated Pest Management to the Division of Mammals at the Smithsonian's National Museum of Natural History, researching cultural identity represented in Pre-Columbian artwork in museums throughout Texas and Mexico City, and a variety of public programs and tours geared towards the general public at the Alexandria Archaeology Museum.

Deborah Baker has over two decades experience in photograph, book and archival paper conservation. She

was a conservation assistant and then Assistant Conservator at the Getty Center for the History of Art and the Humanities for over a decade and has worked for numerous national and local institutions including The National Gallery of Art, Walters Art Museum, the Tulsa Foundation for Architecture and The Gilcrease Museum. Deborah resides in Edmond with her husband, Michael, daughter Ruby and dogs, Simon & Jambalaya.

Carmen F. Bria, Jr. received his Masters Degree in Art Conservation from the H. F. DuPont Winterthur Museum /University of Delaware Graduate Program in the Conservation of Historic and Artistic Works in 1983. He has been a paintings conservator in private practice at the Western Center for the Conservation of Fine Arts [WCCFA] in Denver since that time. He is presently owner and Chief Conservator (semi-retired) at WCCFA. WCCFA has been providing art conservation services throughout the western United States including numerous museums, historic houses, government agencies, libraries, and private collections in Oklahoma for over 30 years. Mr. Bria was a member of the American Institute for the Conservation of Historic and Artistic Works [AIC] from 1979 through 2011 having attained Professional Associate [PA] status during that time. He continues to be a member of the International Institute for Conservation [IIC] and the Western Association of Art Conservators [WAAC].

Mike Bell, Curator of Collections, Oklahoma History Center

Jeanne Brako, curator and conservator, is responsible for the care, management and exhibition of Fort Lewis College's artifact collections. Jeanne enjoys sharing her expertise in museology and the art and history of the Southwest with students, colleagues and the public. She frequently lectures on issues related to textiles of the Southwest and the care of Native American collections. Jeanne studied art history and art conservation at NYU's Institute of Fine Arts, but her museum career started earlier with a high school internship at the Metropolitan Museum of Art and the Heye Foundation in New York City. Notable projects included the installation of the Rockefeller Galleries of Art from the South Pacific, Africa and the Americas, and working on "Woven by the Grandmothers" for the National Museum of the American Indian. Jeanne enjoys sharing museum stories and skills.

Erin Brown is the Curator of Collections at the Oklahoma Territorial Museum in Guthrie, OK. Erin is a graduate of the Museum Studies Program at the University of Central Oklahoma. Erin and her family live in Guthrie, Ok where she is a commissioner on the Guthrie Historic Town site Committee. Her collections research focuses on the history of science and technology with particular emphasis on the development of the field of chemistry and medicines.

Jan Bryant, Director, Muscogee Public Library

Ken Busby is the Executive Director and Chief Executive Officer of the Arts & Humanities Council of Tulsa. Previously, he was the Director of Development for Tulsa Zoo Friends. Prior to that, Busby was with Gilcrease Museum for eight years, serving as Membership Director and Director of Communication. Busby holds a dual Bachelor of Arts degree in communication and French from the University of Tulsa. He has a Master of Arts degree in journalism from Indiana University at Bloomington. A member of Phi Beta Kappa, Busby is also a graduate of Leadership Oklahoma Class XVII.

Dianna Clise began her career at MACC in 2007 after completing an internship at Tate Britain in London, England. Ms. Clise earned her Masters in Art Conservation with a specialization in paper objects from Queen's University in Kingston, Ontario, and her Bachelor of Arts, Honours, in anthropology and cultural studies from Trent University in Peterborough, Ontario. In addition, Ms. Clise interned at the National Gallery of

Canada in Ottawa, Ontario, and at the National Museum of Natural History in Washington, DC. Prior to pursuing her graduate degree, Ms. Clise worked as a book and paper conservation technician at Etherington Conservation Center in Greensboro, North Carolina. She is an Associate Member of the American Institute for the Conservation of Historic & Artistic Works with memberships in the Book and Paper and the Photographic Materials Specialty Groups, and she is also a member of the Canadian Association for Conservation (CAC/ACCR) and the Institute of Conservation (ICON).

David Dagg has been working at the Sam Noble Museum as Head of Facility Operations since 2007. He is head of security, engineering & maintenance, custodial services, and landscaping. Prior employment at the Same Noble Museum, he was Director of Safety, Security & Emergency Preparedness at St. Anthony Hospital from 1989 to 2007. He was Agent-in-Charge at the Oklahoma Bureau of Narcotics from 1980 to 1989. Mr. Dagg has a B.A. in Law Enforcement from the University of Oklahoma.

Jennifer Day has been working in public archives for seven years. She is currently serving as the archivist in the City Clerk's Office for The City of Oklahoma City. Her prior experience was with the State of Oklahoma Historical Society where she was lead archivist in the Manuscripts Department. Jennifer gained her archival certification in 2008 after receiving a Master of Arts in Library and Information Studies from the University of Oklahoma in 2005. While working in the Manuscripts Department at OHS Jennifer focused on developing policy for acquisition, processing and reference services. Her dedication to public service also included extensive work with student interns and volunteers in the archives. Her current position with The City requires work in Records Management as well as processing and preservation of municipal records dating back to 1890. She has served on various committees and boards and is currently the Secretary for the Society of Southwest Archivists.

Scott Dye is a graduate of Fort Lewis College, Scott has seven years' experience working with odd sized artifacts in collections management projects. He has worked on various storage and photography projects with the Center of Southwest Studies and the Southern Ute Cultural Center and Museum and is an independent consultant and fine art framer specializing in conservation framing in Durango, Colorado.

Rebecca Elder has served as Adjunct Preservation Field Services Officer for Amigos Library Services Imaging and Preservation Service since 2004. Rebecca is also adjunct faculty at the School of Information, University of Texas at Austin, teaching preservation management and book conservation techniques. She received her MSIS and a Certificate of Advanced Studies in Conservation of Library and Archival Materials. Rebecca is a member of the American Institute for Conservation of Historic and Artistic Works and the Society of American Archivists. Ms. Elder has consulted with many small institutions in the Southwest, where she makes it her mission to find the extraordinary within mundane collections, and shows staff how what they thought was impossible, is in fact, within their reach.

Susan Feller is the Development Officer for the Oklahoma Department of Libraries and the Project Director for the IMLS-funded Tribal Archives, Libraries, and Museums Initiative and the Co-Director of the IMLS-funded Oklahoma Cultural Heritage Trust. She also serves as the President of the national Association of Tribal Archives, Libraries, and Museums. On a national level, Susan served as the director of the 2007 National Conference of Tribal Archives, Libraries, and Museums; the 2008 Institutes for Tribal Archives, Libraries, and Museums; Tribal Programming at the 2010 AASLH Annual Meeting; the 2011 Caring for Indigenous Materials Institute; the 2011 Joint Conference of the Western Museums Association and ATALM; and the 2012 International Conference of Indigenous Archives, Libraries, and Museums. She directed the first national study of indigenous archives, libraries, and museums and directed the development of a strategic plan for the Association of Tribal Archives, Libraries, and Museums (ATALM). As an advocate for tribal cultural sovereignty, Susan secured funding from the National Historic Publications and Records Commission (NHPRC) to assist Oklahoma tribes in establishing or expanding archival holdings. Susan directs the "Threats to Your Collection" project which provides funding and training to help archival repositories provide the best possible stewardship for collections. In addition to these activities, Susan has written training manuals and produced events that deal with public relations, foundation fund raising, special event management, oral history project management, digitization projects, fund raising for tribal libraries, the care of historic photos, conservation and preservation of historical materials, community history, genealogical research, and other topics. Susan serves as an advisor to national councils on digital literacy, collections

management software for tribal entities, emergency preparedness for tribes, and others.

Jim Goss is Director of the Frank Phillips Home in Bartlesville, OK and is adjunct instructor of U.S. History at Tulsa Community College. Goss is a retired Tulsa classroom teacher (United States and Oklahoma History), past adjunct instructor for the University of Tulsa's School of Education, and past adjunct for Rogers State University.

Brenda Granger is the Executive Director of the Oklahoma Museums Association. She started in that capacity in January 2005. From 1994-2005, Brenda served as Executive Director of the Edmond Historical Society Museum in Edmond, Oklahoma. Prior to that, she was Volunteer Coordinator/Promotions Manager at the Harn Homestead Museum in Oklahoma City. Immediately following her graduate work, she was employed by the University of Oklahoma College of Architecture and Meacham and Associates Resource Planning and Design in Norman, Oklahoma where she conducted research, completed preservation surveys and wrote historical contexts for National Register Nominations. She received her bachelor's degree from Oklahoma State University and a master's degree from the University of Central Oklahoma in History/Museum Studies. She received museum training at the Guggenheim Museum in New York City and the Smithsonian Institute in Washington, DC. She serves on several national, state and local boards, commissions and committees.

Roxie Hites graduated from the University of Central Oklahoma (UCO) with a bachelor in Biology where she had the opportunity, through a National Science Foundation (NSF) grant, to work in the vertebrate museum for three years. As part of this experience she learned the basics of museum management, organization, and skeletal/skin preparation. After graduation, she became the Collections Technician at the Sam Noble Museum (SNM), where she manages the museum's Integrated Pest Management program, treatment, and dermestid facility. In addition to her job, she is currently in the process of obtaining her Master of Arts degree in Museum Studies from the University of Oklahoma.

Jennifer Holt, has a MA in Museum Studies from Baylor University and a MLIS from OU. She has worked in Oklahoma museums for the last nine years and is currently the Curator of Collections at the Will Rogers Memorial Museums in Claremore and Oologah, OK. She is also an OMA board member.

Amanda Hudson has served as Senior Archives Manager for The Chickasaw Nation since September 2008. In 2005, She earned a Bachelor's degree in History - Museum Studies from the University of Central Oklahoma and has been employed in the fields of archival and museum management for over seven years. Amanda completed prior graduate level coursework at Drexel University and is currently working on her master's degree in History - Museum Studies at the University of Central Oklahoma. Prior positions include Archivist for the Oklahoma Higher Education Heritage Society/Oklahoma Historical Society and as a curatorial assistant in the Ethnology Department at the Oklahoma Museum of History where she assisted the museum in its move to the Oklahoma History Center. Her major areas of interest are collections management, preservation, the American West, Native Studies, and archaeology. She is an active member of numerous professional organizations, including Oklahoma Museums Association, American Alliance of Museums, and Society of Southwest Archivists.

Margaret Landis has been the Paleobotany, Micropaleontology, & Mineralogy Collection Manager at the Sam Noble Museum (SNM) for the past 7 years where she is responsible for the daily operations and management of the collections—which included digitizing for a National Science Foundation (NSF) grant “Integrated computerization of Invertebrate Paleontology and Paleobotany collections, Sam Noble Oklahoma Museum of Natural History, Phase 1.” She is an active member of the Society for the Preservation of Natural History Collections (SPNHC), where she is helping advance best practices in collection care. Though she has 18 years of museum experience and continues to take collections care and conservation related courses/workshops, her background is primarily in geology, paleobotany, and GIS. She has her Masters in Earth Science with a Computer Mapping/GIS emphasis and a GIS Certificate from Emporia State University and previously interned and worked at the Johnston Geology Museum, Cleveland Museum of Natural History, and the Florida Museum of Natural History.

Judie Matthews is dedicated to preserving the unique heritage of Oklahoma. A 2009 alumna of the University of Oklahoma's School of Library and Information Studies, she previously worked as an North American Indigenous Art Librarian at the University of Oklahoma before accepting her current position. Now working at the State Archives of Oklahoma, Judie's roles include equal parts archiving and records management for

Oklahoma's government and state agencies since statehood.

Gina Minks directs the Amigos Imaging and Preservation service which is funded in part by the National Endowment for the Humanities. This service provides preservation and digital imaging training, consulting, and disaster assistance programs offered to libraries, museums, and cultural heritage institutions through- out the southwest United States. She is also involved with both the Texas and Arkansas Connecting to Collections IMLS Planning Grant and has partnered with the Texas State Library and Archives Commission on the 2008 IMLS Laura Bush 21st Century Librarian grant Train to Share. Minks is also one of 63 professionals trained as part of the American Institute for Conservation of Historic and Artistic Works Cultural Emergency Response Team. She has worked with institutions on the Gulf Coast after hurricanes Rita and Ike. Prior to accepting the IPS position, Minks served as Web and Digitization Librarian and Special Collections Librarian at the University of Tulsa's McFarlin Library, Tulsa, OK. As the recipient of two Amigos Fellowships, Minks served as co-principle investigator for the Oklahoma Statewide Feasibility Study of Available Digital Resources and principle investigator for the University of Tulsa Digitization Initiative: A Blueprint of EAD Implementation for the Small Academic Library. She is an active member of the American Library Association, Society of American Archivists, and the Society of Southwest Archivists.

Kristin Mravinec has been working in the museum field for 10 years. She currently volunteers at the Plains Indians and Pioneers Museum in Woodward, Oklahoma, where she assists in collections care and management as well as writing grants for collections-related projects. She has a Masters of Arts in Public History from Oklahoma State University. In addition to serving on the board of the Oklahoma Museums Association, she is a member of the Oklahoma Registrars Association, OMA Disaster Response Team, and Abandoned Property Task Force.

Melissa Owens is the Registrar and Exhibits Coordinator at the National Cowboy & Western Heritage Museum, OKC. She began her professional museum career in 1990, and has worked in museums both small and large, with budgets and boards to match. She has served in numerous capacities on the Board of the Oklahoma Museums Association (OMA), the Oklahoma Registrars Association (OKRA), the OMA Disaster Response Team, as well as both regional and national registrars' associations.

Lindsay Palaima is currently the Registrar at the Sam Noble Museum (SNM) where among other tasks she is responsible for the legal documentation related to collection acquisitions and loans. She graduated from Lake Forest College with a Bachelor of Arts in Anthropology and Sociology with a Minor in Classics and San Francisco State University with Master of Arts in Museum Studies with a focus on Collections Management. Before joining the staff of SNM, she interned and worked at the Field Museum, Palace of the Governors, Market Street Railway, California Academy of Sciences, Húsavík Whale Museum, the National NAGPRA Office, Fine Arts Museums of San Francisco, and Golden Gate National Recreation Area.

Robert B. Pickering, Ph.D. is the founding director of the new master's degree program in Museum Science and Management and the senior curator at the Gilcrease Museum. Over his 30-year career, Pickering has filled many roles in some of America's finest museums, including the Field Museum of Natural History, the Children's Museum of Indianapolis, the Denver Museum of Nature & Science and the Buffalo Bill Historical Center. As an educator, curator and administrator, he brings broad experience to his new role as director of the MSM program.

J.A. Pryse is the Digital Archivist at the Oklahoma Historical Society in Oklahoma City. He is the primary facilitator of all digital projects including the systematic digitization of selected archival collections. He maintains standards for image formats, digital preservation, quality analysis and control, and access systems. As the Digital Archivist J.A. also performs such duties as digital audio conversion as well as the collection manager for the OHS audio and oral history collections.

Marcia Revelez received her Master's in Biology from Angelo State University and has 20 years of experience in natural history collections. For the past 12 years she has been the Collection Manager for the Department of Mammalogy and the Oklahoma Collection of Genomic Resources at the Sam Noble Museum (SNM) where she is responsible for the daily operations and management of the collections. For the last 5 years, she also has provided oversight with the Integrated Pest Management (IPM) program and dermestid facility at the SNM. She is currently co-PI on the National Science Foundation (NSF) grant: "Curation, digitization, and integration of the orphaned University of Memphis Mammal Collection." Additionally, she is a member of the Society for the Preservation of Natural History Collections (SPNHC), where she has taken an active role

in helping determine and advance best practices in collection care.

Lynne Roller is Director of Education & Research at the Oklahoma City National Memorial & Museum. She oversees the Memorial's education and outreach programs, as well as Archives and research. Roller was responsible for the launch of inaugural education resources and programs for the Memorial Museum, as well as subsequent professional development offerings, collaborations, and initiatives with a variety of educational institutions from elementary through university levels. She directed the Memorial's successful application for accreditation by the American Association of Museums. Roller joined the Museum in 2001, following a 25 year career as an educator in the Jenks Public Schools and at Heritage Hall, where she also served as Development and Alumni Director. She earned both Bachelor's and Master's degrees at Oklahoma State University.

Gerriane Schaad is the Director of the Dickinson Research Center at the National Cowboy & Western Heritage Museum. She has her MLIS, and is a Certified Archivist with over 20 years of experience working with original photographs and documents in a variety of museum and academic settings.

Jason Schubert has served as Curator of the J.M. Davis Arms and Historical Museum since December, 2006. He has served as the Museum's Interim Executive Director twice. Before coming to Claremore, Schubert was the Director of Museums for Philmont Scout Ranch in Cimarron, New Mexico for five and a half years. There he oversaw the operations of the Philmont Museum-Ernest Thompson Seton Memorial Library, Waite and Genevieve Phillips' *Villa Philmonte* Historic House Museum, and the Kit Carson Living History Museum at the National Council of the Boy Scouts of America's largest High Adventure Base. Before his time at Philmont, he was a Curatorial Assistant at the Texas Heritage Museum on the campus of Hill College in Hillsboro, Texas and a Museum Technician/Post-Graduate Intern at Bent's Old Fort National Historic Site in La Junta, Colorado. Jason holds a Bachelor's degree in History and a Master's degree in Museum Science, both from Texas Tech University. During his post-graduate studies, he worked and completed special projects in the Museum of Texas Tech University's History, Registrar, Exhibit, and Ethnology & Textiles departments.

Joan Singleton, Director, Bartlesville Area History Center

Helen Stiefmiller is the Collections Manager at the Oklahoma City National Memorial & Museum. A museum professional for over twenty-five years, Ms. Stiefmiller has worked with a variety of collections including the National Cowboy and Western History Museum, Guthrie Museum Complex of the Oklahoma Historical Society, and the Sam Noble Oklahoma Museum of Natural History. Her education includes a bachelor's of arts degree in history and museum studies at The Defiance College in Defiance, Ohio, a master's of arts degree in history from the University of Central Oklahoma in Edmond, Oklahoma and numerous graduate classes in anthropology and archaeology from the University of Oklahoma. In her spare time she enjoys fishing, painting, and spending time with her partner and two children.

Delaynna Trim has worked in various capacities at the Mabee-Gerrer Museum of Art for over thirteen years and is currently the Curator of Collections. Delaynna has a Bachelor of Arts in History with a minor in Museum Studies from Oklahoma Baptist University and a Masters of Art in Art History from the University of Oklahoma. She is currently an at-large board member with the Oklahoma Museums Association and the Mountain Plains Museums Association where she is also chair of the MPMA Communications and Marketing

Committee. Delaynna is also a member of the OMA Disaster Response Team and the Oklahoma Registrar's Association. She teaches Art History I and II at Oklahoma Baptist University.

Nathan Turner is the Director of the Oklahoma Territorial Museum & Historic Carnegie Library and oversees several affiliate sites for the Oklahoma Historical Society. He also helps oversee exhibit projects at OHS field sites and museums. Nathan has presented at numerous conferences and programs throughout his career. He is a graduate of West Texas A&M University and is a Winedale alumnus.

Heidi Vaughn is the Director of the Laboratory of History Museum at the University of Central Oklahoma in Edmond. She previously was the Director at Cherokee Strip Regional Heritage Center in Enid and served as Curator of Collections at Oklahoma City National Memorial and Museum. Heidi is a former coordinator of the Oklahoma Registrars Association, a committee of the Oklahoma Museums Association where she continues to serve on the Board of Directors.

Karen Whitecotton is a Curator of Collections at the Oklahoma History Center. Karen has more than a decade of museum collections experience, specializing in art collections. She graduated with a B.A. in Museum Studies from the University of Central Oklahoma and previously was Assistant Registrar at the National Cowboy & Western Heritage Museum.