

Dear Oregon Museums,

Tourism season is upon us and I'm sure that you are as busy as I am at the Douglas County Museums. With so many things to juggle — from collections management to fundraising and public programs to new exhibits — it's sometimes hard to find time to get together with and learn from our peers in other museums. This fall the OMA is addressing that need with something bigger and better than ever before in a new format three day conference. This conference will offer a series of great information-rich sessions covering a wide range of museum operational issues of interest to all our member museums, large and small. If you've never been to an OMA conference before then this is the time. Please review the accompanying conference information and register today. We can't wait to see you in October!

Sincerely,

Gardner Chappell, OMA Board President

2012 Conservation Assessment Program Applications Available Soon

Sara Gonzales, Conservation Assessment Program Coordinator

The 2012 Conservation Assessment Program (CAP) application will be available on Heritage Preservation's Web site at www.heritagepreservation.org on Monday, October 3, 2011. **The deadline to submit 2012 applications is 11:59 pm on December 1, 2011.** Participants are identified on a rolling basis, and site visits for participants can begin as early as January 1, 2012. Final reports must be submitted by assessors to Heritage Preservation by November 1, 2012.

CAP is a federally-funded program that provides professional conservation assessments for small to mid-sized museums of all types, at a minimal cost. The program also funds historic buildings assessments for institutions with buildings that are 50 years or older. The assessment process helps museum professionals improve their institutions' conservation policies and procedures, learn conservation and historic preservation best practices, and forge relationships with conservators and historic structures assessors. The resulting CAP report helps museums to develop strategies for improved collections care, long-range planning, staff and board education, and fund-raising. CAP is administered by Heritage Preservation and supported through a cooperative agreement with the Institute of Museum and Library Services.

Since the inception of the program in 1990, more than fifty Oregon museums have benefited from the CAP. Recent participants include Cottage Grove Historical Museum, Southern Oregon Historical Society (Jacksonville), Pittock Mansion (Portland), Douglas County Museum of History and Natural History (Roseburg), and Tillamook County Pioneer Museum.

The 2012 application will be available online and for download in PDF and Word fill-in forms. If you prefer to receive a paper application booklet, please let us know. To receive notification of the availability of the 2012 CAP application, or for more information, please contact the CAP staff at cap@heritagepreservation.org or 202-233-0800.

Oregon Museums Association Spring Meeting Minutes

Clatsop County Historical Society, Heritage Museum, Astoria, OR, April 9, 2011

Present: Six board members (Lori Erickson, Gardner Chappell, Keni Sturgeon, Mark Tolonen, Heather Bouchey & Steve Greenwood) and seven general members. President Gardner Chappell called the meeting to order at 9:00am

Board Introductions & Museum Tour

President Chappell welcomed the group and introduced the board. CCHS Executive Director Mac Burns then gave a behind the scenes tour of the Heritage Museum exhibitions, collections storage and work areas.

Membership Introductions and Sharing

From 9:45-10:15am all in attendance shared news from their respective museums.

Minutes of October 2010 Meeting

Keni moved to accept the October 18, 2010 minutes as written. Lori seconded the motion. No discussion. Motion passed unanimously, with one abstention because she wasn't in attendance at the October meeting.

Treasurer's Report

Gardner gave a broad overview of the financial status as of February 4, 2011. He pointed out that we're "in the black" and also that the IMLS Connecting to Collections grant funding that goes through the OMA books causes some short-term revenue and expenses. Steve read aloud the Quickbooks Balance Sheet as of April 8, 2011 which he had in digital format:

\$4.00 petty cash
\$22,715.02 in checking
\$2,984.69 in Savings
Total: \$25,703.71

A question arose regarding availability of rack cards. The answer was that most of those available went to state visitor centers. Gardner welcomed suggestions about marketing and several were offered:

- An OMA window sticker could emphasize our web site url
- www.gotprint.net was a recommended resource for inexpensive, yet high quality, print work
- Keni suggested asking MJ about QR codes for cell phones

Connecting 2 Collections report by Keni

History: Kyle Jansson and the Oregon Heritage Commission spurred OMA to sponsor (a) a forum series around the Oregon to discuss the state of collections affairs, and (b) a follow up online survey of archives, libraries, and museums. The goal is to help all collecting institutions to learn best-practices for caring for collections.

Next steps: The C2C steering committee will meet again in May to plan the next steps. We need to report to the Heritage Commission on our progress. An Advisory Committee will eventually replace the steering committee. One outcome has been the start of a "professional tools" section on the OMA web site, set up to share good examples of important policies and documents. Some rural areas have expressed that they are lacking in technology and access to bandwidth, so another possible outcome will be collaborative networking with community colleges and libraries to increase tech support and access to information.

Membership report by Mark

Mark reported that we have about 136 active members, 59 still needing to renew since last year, and around 400 contacts in the database. One member voiced that the return value of an OMA membership is decreasing and he questioned whether or not members are getting enough for their money.

Program Committee report by Lori

Benton County Historical Society will host the next membership meeting from October 16-18, 2011, from 3:00-5:00 Sunday, all day concurrent sessions on Monday and sessions on Tuesday morning. The OMA board will recommend that we move to having one membership meeting per year. OMA needs to issue a Call for Session Proposals.

OMA Support Staff position by Gardner

The support staff position is transitioning from Kylie Pine to Sara Swanborn.

Adjournment

Comments were welcomed for the good of the order. None were offered. A "50 50" drawing was held. Lori motioned the meeting to adjourn. Heather seconded the motion. Meeting adjourned shortly before noon.

Respectfully submitted, Mark Tolonen, OMA Secretary

Collections Corner

No Time Like the Present: Disaster Preparedness

Nicole Nathan, Claret Associates

Director of Collections & Exhibits, Oregon Nikkei Endowment

I was already in the midst of updating my institution's pocket response plan and had participated in a First Responders workshop when the 9.0 earthquake hit Japan in March. But nothing like a natural disaster with your Executive Director having a front-row seat will spur your staff and Board to invest the time and resources in moving disaster preparedness to the top of the to-do list.

I have been just as guilty as any other collections person in putting off planning for a disaster, but we as Oregonians know a catastrophic event is coming, and soon. Whether it is flooding of the nearest river, an eruption of one of our dormant volcanoes (May 18, 1980 anyone?), or an earthquake and subsequent tsunami, the experts say we are due for "the big one." But what can be done that is manageable between meetings, answering emails, paperwork and leaving the office before it's dark? There are a few steps which can be done piecemeal and make a REAL difference. Capitalizing on the recent world events across the midwest, Japan, and New Zealand, make disaster preparedness a priority. Will next month's fundraising event matter if there's no collection to research, view and exhibit?

Easy

- Fill out the Pocket Response Plan from the Council of State Archivists. Visit the website to find a Word or PDF version, adapt it for your institution, print it and carry it with you. This is not your disaster response plan, but it sure is a step in the right direction! Put resources like WESTPAS, Belfor and the Registrars Committee-Western Region on your favorites list at work and at home. Westpas has an 800 number in emergencies, Belfor has locations around the state and will help you with a plan, and RC-WR has a list of resources. They are there to help and can get you moving in the right direction.
- Buy a disaster barrel from Gaylord or similar. Ask your Board to pitch in and fund this. Two-hundred dollars versus an irreparable loss?

Medium

- Talk to your first responders: fire, police, city and county offices of emergency management, and invite them to visit your institution. They are willing to visit your site, take your layout and enter into their computer system in fire trucks, and help you out. Bake some cookies and take them to your local station, OEM office, and precinct. Invite them over, and have an informal walk-through.
- Get involved with the Alliance for Response, Portland chapter and be in on the ground level of planning for the metro region. Establish a chapter in your region.

Difficult (but doable!!)

- Complete the online d-Plan, or d-Plan lite, fill in your institutional information, and make a goal to complete a section each week. For small to medium-size institutions, d-plan lite will give you what is needed, and is accessible for part-time staff and volunteers. Sections can be completed by other staff members, and through this process, best practices can be established. With a staff of three part-time people, one person is not responsible for the entire plan!

Again, as collections staff I have put off the inevitable of planning for a disaster. But having something in place is better than reeling from the disaster and then trying to figure out what to do once a disaster arrives. Do the easy step; contact your building manager or supervisor, ask the questions and get started. Figure out who will help you in a disaster, make connections, and begin! It will only get better, and you'll sleep better at night.

Resources:

PREP plan: <http://www.statearchivists.org/prepare/framework/prep.htm>

WESTPAS: <http://www.westpas.org/overview.html>,

Belfor: <http://www.belfor.com/sites/Belfor/RegionDetails.aspx?regionid=38&languageID=1>

RC-WR: http://www.rewr.org/emergency_preparedness/

Gaylord: http://www.gaylord.com/adblock.asp?abid=14844&search_by=desc&search_for=disaster&mpc=WW

Alliance for Response: <http://www.heritagepreservation.org/AfR/Portland/index.html>

d-Plan: <http://www.dplan.org/>

2011 OMA Annual Conference
The Sustainable Museum: People, Environment, Economy
October 16-18, 2011

Unless otherwise indicated, all events take place at the Benton County Historical Museum, Philomath

Sunday, October 16

- 12:30—1:00 pm** **Registration**
- 1:00—4:00 pm** **Pre-Conference Workshop** (Additional Fee; Pre-registration Required)
Collections Care on a Budget— Conservator Tom Fuller will address the elements of collections care, including affordable archival storage solutions, easy pest monitoring, and the basics of environmental management. This is the ideal workshop for museums that rely on part-time or volunteer collections managers.
- 4:00—5:00 pm** **Tour of BCHS Storage Facility**
- 6:00—8:00 pm** **No Host Dinner**, FireWorks Restaurant, 1115 Third Street, Corvallis (www.fireworksvenue.com)

Monday, October 17

- 8:30—9:30 am** **Registration and Breakfast** (coffee and pastries)
- 9:30 am** **Welcome to Benton County Historical Museum**
- 9:45—10:45 am** **Oregon Museums Forum and OMA Annual Meeting**, including board elections
- 10:45—11:45 am** **General Session: Strengthening the Foundation of Museum Collections** led by the IMLS Connecting to Collections Project Committee— For the past 18 months, OMA has worked with the Oregon Library Association, the Northwest Archivists and others to create a plan to strengthen collections preservation statewide. Learn the results of this work and discuss best ways to implement their recommendations to improve preservation and disaster preparedness in your museum, region and state.
- 11:45am—1:00 pm** **Catered Lunch**
- 1:00—2:15 pm** **Concurrent Sessions (Select A or B)**
- A. Incorporating Sustainability into Museum Operations and Exhibits**— This two-part session will focus on OMSI's program to incorporate sustainable practices into museum operations, including reducing waste, energy use, and stormwater runoff, as well as introducing ideas for making the exhibit process more sustainable by using resources such as the "Green Exhibit Checklist," a LEED-inspired assessment tool for exhibits.
- B. Putting Pizzazz into Your Retail to Help Your Economy**— In this active and lively workshop for staff and volunteers, participants will learn how to critique their store's signage, merchandise and communications to make meaningful changes without big expenditures.
- 2:15—2:45 pm** **Break**
- 2:45—4:00 pm** **Concurrent Sessions (Select C or D)**
- C. Stayin' Alive: Sustaining Your Museum by Connecting With and Maintaining Donors**— This presentation focuses on simple techniques any organization can use to connect with and maintain donors and supporters.
- D. Sharing the Knowledge: Community Partnerships**— This session will include snapshots of partnerships between OMSI and community organizations as well as information about the benefits of these collaborations. The audience will be invited to share strategies used for their own community collaborations. Resources and funding will also be explored.
- 4:30—6:00 pm** **Wine and Hors D'Oeuvres Reception, sponsored by the Benton County Historical Museum**

Tuesday, October 18

- 8:30—9:30 am** **Registration and Breakfast** (coffee and pastries)
- 9:30—10:45 am** **Concurrent Sessions (Select E or F)**
- E. Increasing Our Stability by Building the Heritage Community**— Join others from around the state in talking about how your museum has worked with others to build a community more focused on heritage. What challenges have you overcome? What have been the benefits? How could we coordinate these efforts statewide?
- F. What do I do with this?! Conundrums in the Collection**— Taking the cue from the book and popular AAM session, "Collections Conundrums," collections managers and registrars will present case studies on conundrums they have faced and field questions from the audience on issues from their institutions.
- 11:00am—12:15pm** **Concurrent Sessions (Select G or H)**
- G: Being Green and Historic Preservation: What Do They Have in Common?**— Come learn about the new Guidelines for Sustainability for Rehabbing Historic Buildings just published by the National Park Service. The session will cover using sustainable practices while retaining the character of your historic buildings.
- H: Help is on the Way: What MAP and CAP Reviews Can Do for Your Museum**— Get the inside story about the Museum Assessment Program and the Conservation Assessment Program from your Oregon colleagues. Learn how to raise your institution's professional standards, set priorities, and find funding.
- 1:30—3:30 pm** **OMA Board Meeting**

We will be holding our traditional "50/50 Raffle" throughout the conference. Proceeds benefit OMA so bring some cash if you would like to participate and possibly win some great prizes!



2011 OMA Annual Conference Registration Form
The Sustainable Museum: People, Environment, Economy
October 16-18, 2011

Registration Deadline: September 30, 2011

If you are sending more than one person from your organization, please fill out separate forms for each.

Name: _____ Title: _____
Museum: _____ OMA Member #: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ E-mail: _____

Conference Registration Fee (includes daily breakfasts, Monday lunch, and reception)

: OMA Member ___ \$50 Non-Member ___ \$75

One-Day Only Fee indicate ___ Monday, October 17 (includes lunch) or ___ Tuesday, October 18:

OMA Member ___ \$30 Non-Member ___ \$45

Pre-Conference Workshop (limited to 25 participants) Sunday, October 16, 1:00 pm

OMA Member ___ \$25 Non-Member ___ \$50

For planning purposes, please select the sessions/events you would like to attend:

Sunday No Host Dinner (for planning purposes only): Yes or No

Monday Sessions: A or B C or D

Tuesday Sessions: E or F G or H

Total Enclosed: _____ **Do you need a receipt:** ___ Yes ___ No

Please make checks payable to Oregon Museums Association

Send your check with this form to: OMA Conference Registration
P.O. Box 1718, Portland, OR 97207

Questions? Visit our website at www.oregonmuseums.org, or send an e-mail message to info@oregonmuseums.org. We can't wait to see you in October!

Directions to the Benton County Historical Museum, 1101 Main Street, Philomath:

- From I-5 North or South: Take the Corvallis exit, Hwy 34, and follow the signs west to Philomath. Continue into town on OR-34 and the Museum will be located on your right at 1101 Main Street.
- From OR-101 North or South: In Newport, take US-20 East toward Corvallis. Go approximately 46 miles, then take a left onto S 12th St. Take the first left onto Main Street/US-20W/OR-34W and follow it to 1101 Main Street.

Lodging (get a 10% discount if you say, "I'm a Beaver Believer" when you call):

- Hilton Garden Inn, 2500 SW Western Boulevard, Corvallis 97333.
Website: www.hiltongardeninn.com Phone: (541) 752-5000 Fax (541) 752-5001
- Holiday Inn Express 781 NW Second Ave., Corvallis 97333.
Website: www.hiexpress.com Phone: (541) 752-0800 Fax: (541) 752-0060

Connecting to Collections Statewide Assessment

Needs Assessment Report - What Archival, Library, and Museum Personnel Need to Preserve Oregon's Heritage Collections

In 2010, a statewide preservation needs assessment was undertaken for the project, *Connecting-to-Collections* (C2C). It was commissioned to identify the needs of Oregon's archival, library and museum staff in preserving Oregon's heritage collections. The needs assessment and the Leaders Summit that followed were made possible by a grant from the U.S. Institute of Museum and Library Services (IMLS). The grant was written by Kyle Jansson, Coordinator for the Oregon Heritage Commission, on behalf of a cross-disciplinary, collaborative group. This group designated members to serve on a C2C Steering Committee. The partners involved thus far have been the Northwest Archivists, the Oregon Heritage Commission, Oregon Historical Society, the Oregon Library Association, the Oregon Museums Association, the Oregon State Archives, the Oregon State Library and Tamaštslikt Cultural Institute. Jansson has been the Project Director for the grant. A PDF of the results of the needs assessment is available through the Oregon Museums Association's website (www.oregonmuseums.org)

On March 7, 2011, leaders from Oregon's archival, library and museum organizations and agencies met to take action on the *Needs Assessment Report: What Archival, Library, and Museum Personnel Need to Preserve Oregon's Heritage Collections*. They agreed that the ad hoc C2C Steering Committee for the grant should focus its concluding efforts on finding an existing organization under which preservation planning and development could continue.

Towards that end, the C2C Steering Committee was directed to ask the Oregon Heritage Commission to appoint a cross-disciplinary (Archives, Libraries, Museums) Oregon heritage collections preservation advisory body. On April 7, 2011, Kyle Jansson and Ruth Metz, consultant, presented the findings of the needs assessment and made known to the Heritage Commission the intentions of the C2C Steering Committee. Following discussion, the Commission invited a formal proposal and approved the following motion:

The Oregon Heritage Commission applauds the Connecting to Collections efforts toward preservation planning and preservation funding as they reinforce the work of the Heritage Vitality Report. We look forward to the Connecting to Collections project coming back in July with formal recommendations on the Heritage Commission's partici-

pation in continuing the effort [As recorded in draft minutes of the meeting.]

Since then, the C2C Steering Committee has been developing a proposal which respectfully requests that the Oregon Heritage Commission establish an advisory body under its auspices to continue the collaboration of archives, libraries, and museums in furthering the preservation of heritage collections in Oregon.

The purpose of the advisory body will be to facilitate what the C2C grant formally started: collaborative planning across archives, museums, and libraries in Oregon for the purposes of preservation. The advisory body would be made up of the representatives of professional organizations such as those that partnered under the C2C grant: Oregon Museums Association, the Oregon Library Association, the Northwest Archivists Association, and agencies such as the Oregon State Archives, the Oregon State Library, the Oregon Heritage Commission, and so forth. The focus of the advisory body would be collaborative planning and funding development for Oregon preservation. It is suggested that the advisory body be called the Oregon Heritage Collections Preservation Advisory Committee.

As this exciting and vital heritage collections preservation project moves forward, transitioning from the planning/information gathering phase (needs assessment public meetings and survey, and the Leadership Summit) to the development of a plan to address those issues the needs assessment brought forth and on to implementing that plan, the Oregon Museums Association will continue to provide its membership with progress reports and information on what is happen, and how best to participate.

— Keni Sturgeon

Share Your Ideas!

The C2C project will be a featured topic at the upcoming Oregon Museums Association Conference in October. The Project Committee will report on the results of the needs assessment and will lead a discussion of the best ways to implement their findings to improve preservation and disaster preparedness in museums, libraries, and archives throughout the state.

Meet Your OMA Board:

Heather Bouchey

Heather Bouchey is the Collections Manager at the Portland Art Museum in Portland, Oregon. Heather brings a wealth of experience to this position, having served as Collections Manager at the Washington County Museum in Portland, and as Assistant Collections Manager at Hayward Historical Society in Hayward, CA. She has also spent time with Fine Arts Museums of San Francisco, Legion of Honor and DeYoung; Phoebe Hearst Museum of Anthropology, Berkeley, CA and Museum of the Oregon Territory, Oregon City, OR.

Heather received her M.A. in Museum Studies from John F. Kennedy University and dual B.A.s in Archaeology and American Ethnic Studies from University of Washington.

Heather was appointed to the OMA Board of Directors in 2011. She says, "OMA has been and continues to be an important part of my career. When I first moved to Oregon I was looking for museum work and volunteer opportunities; the OMA website was the key to me finding these prospects. I am excited OMA has scheduled a local affordable conference this October. The "Sustainable Museum: People, Environment and Economy" conference will enhance my current knowledge and career by learning from local experts and networking with fellow Oregonians. I hope to see you there!"

The Nominating Committee is currently seeking qualified candidates for election to the OMA Board of Directors. If you would like to join Heather and the other board members in shaping the future of our organization, please contact Gardner Chappell, OMA Board President.

Phone: (541) 957-7007

E-mail: gchappel@co.douglas.or.us



Member Update:

Lane County Historical Society

Investigates New Digs

Bob Hart, LCHS Executive Director

The Lane County Historical Society and Museum has been looking for a new home for more than a decade. Some 19 months ago the Eugene downtown post office went up for sale and the Society took notice. The three story, 34,000+ square foot 1938 art deco building with two magnificent Carl Morris Depression-era murals is on the National Register and ceased being the SW Oregon mail distribution center in the 1980s when a new facility was built in neighboring Springfield. Two stories are largely empty and the historical society has now visited the building, tape measures in hand, multiple times.

If location is the most important factor in siting a cultural facility, then this building is perfect. It sits on what is most assuredly the most historical corner left in Eugene for commercially significant historic architecture. The post office occupies the southwest corner of Willamette Street and 5th Avenue. On the northwest corner sits the old Lane Hotel and on the northeast corner the Oregon Electric Station. Directly across the street is the old Eagles Building and directly to the west is the old Grower's Market complex. The LCHS is working on a conceptual floor plan in order to determine realistic renovation costs, and a formal new museum committee is about to begin the work which should result in a future move.

Interestingly, the Lane County Pioneer Museum was to have been located in the old 1909 post office which sat at 6th and Willamette, next door to the current one, but World War II intervened and there was a need for additional Federal offices. The old post office as museum idea was shelved and the museum created as a neighbor to the Lane County Fairgrounds. Several visits by board members to the Coos Art Museum (also a former art deco post office) and tours by their helpful staff have opened our eyes to the possibilities inherent in such a building. Parking for the Eugene facility, as for most activities downtown, will be a problem. But the foot traffic should more than make up for the short hike from parking garages or limited on-street parking. Stay tuned for what the museum anticipates will be a several year long process to fundraise, acquire, renovate, and move.

Left: A view of the downtown Eugene Post Office, built in 1938, now under consideration as a new home for the Lane County Historical Society.

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Board of Directors

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Keni Sturgeon, '11, (503) 585-7012, kenis@missionmill.org
Curator, Willamette Heritage Center, Salem

OMA DISPATCH

Post Office Box 1718, Portland, OR 97207 www.oregonmuseums.org

The newsletter of the Oregon Museums Association, *Dispatch*, is published two times a year: Spring and Fall. Oregon Museums Association is a statewide membership organization serving the needs of museums and related institutions, large and small, across Oregon. OMA holds meetings and workshops around the state, advocates for the interests of its members in legislative and other matters, publishes a *Guidebook To Oregon Museums*, and hosts www.oregonmuseums.org. Historic houses, aquaria, interpretive centers and sites, zoos, heritage sites - all are potential members of OMA. OMA is a nonprofit organization; contributions are tax deductible. OMA provides scholarships to members for professional development. OMA is an affiliated state organization of the Western Museums Association. Send news about your museum to info@oregonmuseums.org. Digital files are preferred, but hard copy can be sent to PO Box 1718, Portland, OR 97207.

Spring Issue Deadline: January 5, 2012

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2012 Membership Renewals

**All OMA Memberships expire
December 31st**

**Download membership forms from our
web site: www.oregonmuseums.org.**