Annual Report 2005
ARLIS/NA Museum Libraries Division

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LEADERSHIP UPDATE:
Moderator: Naomi Niles, Metropolitan Museum of Art
Vice-moderators/moderators-elect: Suzannah Massen, Frick Collection
Update editor: Amy Ballmer, Art Institute of Chicago

Nearly 50 museum librarians attended the 2005 business meeting at the annual conference in Houston on Sunday, April 3, 2005. Naomi Niles served as recorder and compiled the minutes for this meeting, which have been posted to the ARLIS/NA website.

Museum library members are involved in wide range of programs among them are:

Hillwood Museum & Gardens, Washington D.C. was awarded an International Partnership Among Museums (IPAM) grant during their 2005-2007 cycle. IPAM enables American museums to advance their mission by carrying out collaborative projects with partner institutions abroad. Art librarian Kristen Regina is partnering with Olga Kudryavtseva, Senior Art Researcher of The State Russian Museum Art Library, St. Petersburg, Russia.

Traci Timmons, Librarian, Seattle Art Museum Libraries reports on a number of special exhibitions at the recently renovated Seattle Asian Art Museum’s McCaw Foundation Library. Quarterly exhibitions will highlight rare and unusual materials in the collection.

We especially wish to recognize the Museum Division members who serve on the ARLIS/NA Board: Jonathan Franklin, National Gallery of Canada is the Canadian representative; and Eumie Imm-Stroukoff, Georgia O’Keeffe Museum, is Secretary; Leigh Gates, Art Institute of Chicago is Mid-west Regional Representative. A number of other MLD members chair ARLIS/NA Committees: Heidi Hass website, Deborah Kempe nomination, Daniel Starr awards, Phillip Heagy finance; Allen Townsend co-chair, development.

For the upcoming 34th annual conference in Banff, Alberta MLD members are participating in:
Session 7 Art Books, Book Arts, Books in Art: The Canadian Chronicle
Session 9 Online Access to Exhibition Histories: The Role of the Art Museum Library
Session 15 What Art and Architecture Isn’t: The Decorative Arts
Current activity related to the ARLIS/NA Strategic Plan
Goal II: Objective C: To foster the creation and dissemination of information, resources and standards in the field of art information and art librarianship.

Following this report are two documents from Joan Benedetti. The first details progress on the Handbook for Art Museum Librarianship, the second is the table of contents.

2005-06 Report to the Museum Libraries Division of ARLIS/NA concerning Progress on the Manuscript for

A Handbook of Art Museum Librarianship, edited by Joan M. Benedetti

At last year’s Museum Libraries Division meeting in Houston, it was reported that negotiations were underway with Scarecrow Press to co-publish and distribute the Handbook of Art Museum Librarianship. A contract has now been or is about to be signed. It is possible that the final title of the book may be slightly different.

A great deal has been accomplished over the past twelve months. Here are the highlights:

- Foreword by Michael Brand, Ph.D., former director of the Virginia Museum of Fine Arts; now director, J. Paul Getty Museum
- Introduction by Ann Abid, Head Librarian (Ret.), Cleveland Museum of Art
- 40 authors (almost all are MLD members) have contributed 59 essays in 16 chapters (see current Table of Contents)
- 34 authors are from the U.S., 4 are from Canada, 1 is from Mexico, and 1 from Australia
- The museum libraries represented are roughly divided between “small,” “medium,” and “large.” These characterizations are very approximate as some libraries with large collections have small staffs.
- The 16 chapters are divided into three parts; Part Four consists of 12 “thumbnail sketches” of a variety of large and small and specialized museum libraries
- Photographs have been contributed from most of the libraries represented. Many photographs (both print and digital) received are in color, but it is assumed that cost will dictate that photographs in the book will be reproduced in black and white.

Most of the essays include bibliographies, which will be gathered at the end of the book, arranged by chapter. Since the editor began using the Microsoft editing program, “Track Changes,” the editing has been going almost twice as fast. All of the essays have been read by one or more of fifteen different independent readers, all of whom work in art museum libraries and are experienced in the particular topic read. Their comments have been very helpful to the editor and, in many cases, have been passed on verbatim to the authors. Editing of more than half of the essays is complete. About fifteen more are nearly done. The remainder should be complete by mid-summer.

The information has been collected for all of the thumbnail sketches, but has not yet been edited.

The editor will write brief prefaces for each chapter.

The appendices will consist of sample policy documents, sample job descriptions, and lists of professional library, art, and museum organizations of interest, as well as library schools that offer training in art librarianship or dual library and art history masters degrees. Most of these items have been collected. They will be compiled and arranged into appendices at the end of the book when the rest of the manuscript is complete.
There will be a section of very brief contributors’ bios.

It is hoped that the manuscript will be completed in the early fall of this year.

Submitted by:

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Table of Contents for:

**A HANDBOOK OF ART MUSEUM LIBRARIANSHIP**

**Foreword**, by Michael Brand, Ph.D., Director, The J. Paul Getty Museum

**Preface**, by Joan M. Benedetti, Cataloger (Ret.), L.A. County Museum of Art, Editor


**Part One: The Many Facets of Art Museum Librarianship**

Chapter 1.  Outside In: Leading and Managing the Art Museum Library

- Jacqueline Allen, Dallas Museum of Art
- Janice Lea Lurie, Minneapolis Institute of Arts
- Martha Escobar Palacios, Museo Franz Mayer
- Barbara Rominski, San Francisco Museum of Modern Art

Chapter 2.  Reader Services, Reference, and the Art Museum Library’s Clientele

- John Hagood, National Gallery of Art
- Dennis Kreps, Kalamazoo Institute of the Arts
- Lilah Mittelstaedt, Philadelphia Museum of Art
- Linda Seckelson, Metropolitan Museum of Art

Chapter 3.  Automating Art Museum Libraries in the 21st Century

- Kraig A. Binkowski, Delaware Art Museum
- Jonathan Franklin, National Gallery of Canada
- Linda Tompkins-Baldwin, Baltimore Museum of Art

Chapter 4.  A Delicate Balance: Access and Security in the Art Museum Library

- Peter Blank, Art Institute of Chicago
- Lilah Mittelstaedt, Philadelphia Museum of Art
- Kristen Regina, Hillwood Museum and Gardens
- Roger Lawson, National Gallery of Art (copyright)

Chapter 5.  Cataloging and Technical Services in Art Museum Libraries

- Lynda Bunting, Museum of Contemporary Art, L.A.
- Billie Hackney, Getty Research Institute
- Maria Oldal, Pierpont Morgan Library
- Daniel A. Starr, Metropolitan Museum of Art
- Cheryl H. Toyama, Japanese American National Museum

Chapter 6.  Space Planning in the Art Museum Library

- Kraig A. Binkowski, Delaware Art Museum
- Milan R. Hughston, Museum of Modern Art

**Part Two: Building Collections--The Intellectual Content of the Art Museum Library**
Chapter 7. Collection Development and the Acquisition Process: The Art Museum Librarian as Curator

   Lilah Mittelstaedt, Philadelphia Museum of Art (serials)
   Barbara Rominski, San Francisco Museum of Modern Art (exhibition catalog exchange)
   Debbie Barlow Smedstad, Museum of Fine Arts, Boston (general)
   Linda Tompkins-Baldwin, Baltimore Museum of Art (acquisitions logistics)
   Jeffrey Weidman, Ph.D., Nelson-Atkins Museum of Art (auction catalogs)

Chapter 8. Visual Resources and Audio-Visual Collections in Art Museum Libraries

   Jacqueline Allen, Dallas Museum of Art
   Jane Fergy, Indianapolis Museum of Art
   Sara Jane Pearman, Cleveland Museum of Art (Ret.)
   Cheryl Siegel, Vancouver Art Gallery

Chapter 9. The Invisible Made Visible: Collecting Ephemera in the Art Museum Library

   Margaret Ford, Museum of Fine Arts, Houston
   Barbara Rominski, San Francisco Museum of Modern Art
   Sharon Wasserman, National Museum of Women in the Arts

Chapter 10. Special Collections in Art Museum Libraries

   Peter Blank and Amy Ballmer, Art Institute of Chicago
   Amy Marshall, Art Gallery of Ontario
   Karen McKenzie, Art Gallery of Ontario
   Carol Rusk, Whitney Museum of American Art

Chapter 11. Institutional Archives: The Art Museum’s Historical Record

   Jacqueline Allen, Dallas Museum of Art
   Lynda Bunting, Museum of Contemporary Art, L.A.
   Cheryl Siegel, Vancouver Art Gallery
   Sharon Wasserman and Stacey Flatt, Nat’l Museum of Women in the Arts

Part Three: Developing Support, Promoting, and Sustaining the Art Museum Library

Chapter 12. Fundamentals of Fundraising and Grant Writing for Art Museum Libraries

   Milan R. Hughston, Museum of Modern Art
   Allen Townsend, Amon Carter Museum of Art
   Sharon Wasserman, National Museum of Women in the Arts

Chapter 13. Marketing, Public Relations, and Advocacy in the Art Museum Library

   Jacqueline Allen, Dallas Museum of Art
   Regan Brumagen, Corning Museum of Glass
   Gillian Currie, National Gallery of Australia

Chapter 14. Working with Volunteers and Interns in the Art Museum Library

   Gillian Currie, National Gallery of Australia
Chapter 15. Professional Development: Investing in Art Museum Librarianship

Jacqueline Allen, Dallas Museum of Art
Gillian Currie, National Gallery of Australia
Aprille Nace, Corning Museum of Glass

Chapter 16. Solo Librarianship in the Art Museum Library

Kristen Regina, Hillwood Museum and Gardens
Cheryl Siegel, Vancouver Art Gallery
Michele Turner, Currier Museum of Art

Part Four: Thumbnail Sketches of Art Museum Libraries

- Hannah Bennett, Public Services Librarian, Yale University Art Gallery
- Amy Ballmer, Reference Librarian, Art Institute of Chicago
- Alexis Curry, Head Librarian, Los Angeles County Museum of Art
- Suzanne Freeman, Head Fine Arts Librarian, Virginia Museum of Fine Arts
- Mary Graham, Head Librarian, Arizona State Museum, University of Arizona
- Eumie Imm-Stroukoff, Librarian, Archivist, & Ass’t Director, Georgia O’Keeffe Museum
- Shelly Kilroy, Librarian, Frederick Meijer Gardens and Sculpture Park
- Ree Mobley, Librarian/Archivist/Image Rights, Museum of International Folk Art
- Aprille C. Nace, Public Services Team Leader, Corning Museum of Glass
- Ann Shea, Librarian, California African American Museum
- Judy Silverman, Acting Head Librarian, and Renata Guttman, Head of Reader Services, Centre Canadien d’Architecture/Canadian Centre for Architecture
- Carol Terry, Director of Library Services, Rhode Island School of Design Museum

Appendices

Bibliography/Webliography

Contributors Bios

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