

MOVING ARCHIVES: LESSONS LEARNED FROM RELOCATING COLLECTIONS

A ReLACT* Presentation

Wednesday, April 20, 2005

This day-long course focuses on the practical and technical aspects of moving collections especially for libraries and archives. Case studies of recent moves by archives and libraries will be reviewed, along with presentations by experts in project management and conservation. Topics will cover design, and planning for new spaces, moving logistics, and functionality throughout a move. Handouts include a “move” bibliography by Gil Taylor (SIL) and NMAI “Move Manual”.

- 9:00 a.m. Coffee and Networking
- 9:30 a.m. Introductions
- 9:35 a.m. Marylynn Ritzenthaler, National Archives and Records Administration
- 10:20 a.m. Susan Cary and Karen Weiss, Archives of American Art
- 10:50 a.m. Questions
Break
- 11:15 a.m. Tom Hendrix, U.S. Army Military History Institute
- 12:00 p.m. Michele Willens, National Gallery of Art, Gallery Archives
- 12:30 p.m. Questions
Lunch
- 1:45 p.m. Jeff Brodie, National Museum of American History, Behring Center
- 2:30 p.m. Jake Homiak, National Anthropological Archives
- 2:50 p.m. Questions
Coffee Break
- 3:15 p.m. Emily Kaplan, National Museum of American Indian
- 4:00 p.m. Questions

A course fee of \$10 covers refreshments and lunch

* ReLACT stands for **Research, Libraries, and Archives Collections Conservation Task Force**, which develops educational resources to improve preservation of paper-based collections throughout the Smithsonian. It is a joint project of the Smithsonian Center for Materials Research and Education and the Smithsonian Institution Archives. For more information about the program, please contact Sarah Stauderman, 202-357-1421 ext. 29. To register please contact Francine T. Lewis, SCMRE, 301-238-1209 or LewisF@scmre.si.edu