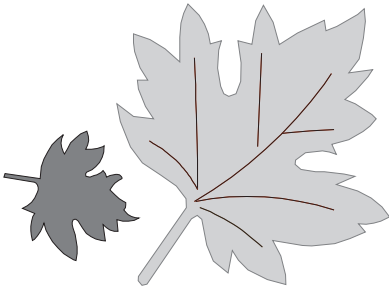


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It's Fall! Have you...

- Had a fire drill and reviewed emergency procedures?
- Informed your local police and fire departments if your building will be closed for the winter?
- Cleaned away leaves from the building's foundations, gutters, and roof?
- Replaced exterior lights for increased security?

Spotlight on a CAPped Museum

The Adams Museum & House, Inc. (AM&H) in Deadwood, South Dakota, is the Black Hills' oldest history museum with significant humanities-based collections, including 13,000 historic photographs, 2,000 archival materials, and 9,000 historical artifacts. In 1996, AM&H went through the Conservation Assessment Program; the assessment was conducted by conservator Helen Alten and architect James Rose.

One of the short-term goals identified was the need for the museum to create a Disaster Preparedness Response and Recovery Plan (DPRRPlan). To assist with the process, conservator Terri Schindel was hired as a consultant. The Adams Museum completed the plan in late 1996 and has updated it quarterly. The plan was put to practical use on June 29, 2002, when the City of Deadwood, a National Historic Landmark District, and the neighboring town of Lead were evacuated because of an out-of-control forest fire. Fortunately the towns survived the fire and ensuing mudslides and flooding. However, seeing flames licking their way toward the Historic Adams House and an August downpour spew mud and high water within inches of the front door was a reality check for the staff.

After the fire, AM&H staff resolved to examine how to be better prepared and to find ways to work with other heritage organizations in the area. They decided on hands-on training in response, salvage, and warning systems and helping other organizations write DPRRPlans.

In 2003 the AM&H received a Preservation Access Grant from the National Endowment for the Humanities. The project included an online training session by Terri Schindel, facilitated by the AM&H, for Deadwood-Lead historical organizations to help them create DPRRPlans. The AM&H then hosted an on-site training workshop entitled "Response and Recovery for Fire and Water Damaged Collections." In addition, a critical needs assessment of the AM&H was conducted, emphasizing fire prevention, detection, and suppression systems.

Area organizations are now talking to each other about how to protect the area's historic resources. Hands-on training using a fire extinguisher, isolating and treating artifacts, and response roles for staff is continued annually. The Deadwood Historic Preservation Commission dedicated bonded funds to address life and safety issues at the museum, including adding a fire suppression system, which was installed during winter 2005.

The long-term impact of the project is significant: it focused attention on the need to develop and update disaster plans, as well as train staff in response and recovery techniques. AM&H staff is now trained to understand the nature of disasters—both small and great—and the need for a well thought-out and practiced response. The AM&H makes sure insurance coverage is adequate, proper supplies are stocked, and those responsible for performing varied jobs in a disaster are identified. The combination of the DPRRPlan and the new fire suppression system will better protect the collections for future generations.

Thank you to Mary Kopco, Director of the Adams Museum & House, for her help with this article.

Heritage Preservation Annual Meeting

Heritage Preservation's 2006 annual meeting will be held on Wednesday, November 15, in Washington at the Smithsonian American Art Museum. Dr. Anne-Imelda Radice, Director of the Institute of Museum and Library Services, will be the keynote speaker. The meeting will feature a closer look at the Lunder Conservation Center and the Luce Foundation for American Art. Check www.heritagepreservation.org for updates and registration information.



Collections Care Calendar

Mark your calendar and tell your colleagues about these important dates!

- Oct. 12 "Fundraising for Preservation and Conservation," Portland, OR, Conservation Center for Art and Historic Artifacts, 215-545-0613, www.ccaha.org
- Oct. 14 "Water and Collection Spaces One-Day Workshop," Mount Carroll, IL, Campbell Center for Historic Preservation Studies, 815-244-1173, www.campbellcenter.org
- Oct. 17-18 "Digital and Traditional Photography of Cultural Resources," Washington, DC, National Preservation Institute, 703-765-0100, www.npi.org
- Oct. 17-19 "Section 106: An Introduction," Sacramento, CA, National Preservation Institute, 703-765-0100, www.npi.org
- Oct. 18-19 "Preservation Maintenance: Understanding and Preserving Historic Buildings," Columbia, SC, National Preservation Institute, 703-765-0100, www.npi.org
- Oct. 22-25 "2006 Campus Cultural Property Protection Workshop," Mauston, WI, 818-886-1174, ablaschke@cpggrp.com
- Oct. 28-
Nov. 18 American Association for State and Local History Seminar for Historical Administration, Indianapolis, IN, www.aaslh.org
- Nov. 10-12 "Recovery of Wet Materials Following a Disaster," Cleveland, OH, Intermuseum Conservation Association, www.ica-artconservation.org
- Nov. 15 **Museums for America Application Deadline**, Institute of Museum and Library Services, 202-653-4789, www.imls.gov
- Dec. 1 **Conservation Assessment Program Application Deadline**, 202-233-0800, www.heritagepreservation.org
- Dec. 4-6 "Conflict Resolution and Negotiation Tools for Cultural and Natural Resource Projects," Honolulu, HI, National Preservation Institute, 703-765-0100, www.npi.org
- Dec. 5-6 "Historic Landscapes: Planning, Management, and Cultural Landscape Reports," Santa Fe, NM, National Preservation Institute, 703-765-0100, www.npi.org
- Dec. 13 "Care and Handling of Historic Furniture," Philadelphia, PA, Conservation Center for Art and Historic Artifacts, 215-545-0613, www.ccaha.org
- Feb. 1 **National Leadership Grant Deadline**, Institute of Museum and Library Services, 202-653-4789, www.imls.gov
- Feb. 15 **Museum Assessment Program Application Deadline**, Institute of Museum and Library Services, 202-289-9119, www.aam-us.org

\$ Focus on Fundraising

Whether a hurricane, tornado, or burst pipe, a disaster can strike any museum. As a result of this realization, emergency preparedness has become a higher priority in cultural institutions, and more federal programs are being offered to support both disaster planning and assistance after a disaster has occurred.

The Federal Emergency Management Agency's (FEMA) Hazard Mitigation Grant Program (HMGP) provides assistance to implement long-term hazard mitigation measures after major disasters. Eligible applicants include state and local governments, tribal organizations, and institutions that own or operate nonprofit facilities such as museums, libraries, or zoos. HMGP funds may be used to support projects that will reduce or eliminate losses from future disasters, such as the purchase of pumps or sandbags to fight floods or the elevation of a structure.

NEH provides support for humanities collections in archives, museums, and historical organizations through several grant programs. Preservation Education and Training Grants may be used to fund training programs that focus on disaster preparedness or mitigation. Preservation Assistance Grants may support developing disaster preparedness plans and purchasing preservation supplies. When immediate attention is required after disasters, NEH may offer emergency grants to salvage or protect humanities collections when assistance from FEMA is not available.

Agencies such as IMLS, the National Endowment for the Arts, and the National Science Foundation also offer funding that can be used for disaster preparedness. More information on these grant programs is available in *Before and After Disasters: Federal Funding for Cultural Institutions*, a Heritage Emergency National Task Force publication. It can be downloaded free at www.heritageemergency.org or ordered from FEMA at 800-480-2520 (ask for publication #533).

Field Guide to Emergency Response

Every year, hundreds of museums, archives, and historic sites across the country experience emergencies large and small. In most cases, staff and volunteers are unprepared. The new *Field Guide to Emergency Response* explains clearly and simply the steps to take in the first few hours of a disaster, enabling even those with no prior training to save collections without endangering themselves.

The *Field Guide to Emergency Response* distills the expertise of conservation professionals who have responded to disasters such as Hurricane Katrina and flooding in the Northeast. Its interactive nature makes it unique. In addition to an easy-to-follow handbook, a companion DVD illustrates salvage techniques for typical problems like mud, mold, and soot. The DVD can be used on-site in a laptop or vehicle player, as well as for preparedness training. Also included are information panels that can be customized before disaster strikes, as well as helpful checklists such as a Disaster Supplies Shopping List organized by type of store.

NEH funded the development of the Field Guide. The *Field Guide to Emergency Response* follows Heritage Preservation's successful *Emergency*

Do's and Don'ts: Handling Museum Artifacts—Accidents



If any type of accidental damage—minor or extensive—does occur to a collection item, **DON'T** attempt any remedial action yourself. Instead, notify the curator or conservator immediately. Never “fix” the damaged object; cleaning, repairing, or attempting to put fragments together can cause further damage. **DON'T** discard even the smallest fragments; save them and any other detached bits and keep them with the artifact. **DO** keep with them a name or number so that the curator or conservator will know to which artifact they belong. Likewise, labels, tags, and other information should not be discarded.

Reprinted with permission from *A Guide to Handling Anthropological Collections* by Nancy Odegaard, illustration by Grace Katterman, Western Association for Art Conservation (WAAC), 1991. Copies may be purchased from WAAC c/o Donna Williams, Williams Art Conservation, 5180 West Jefferson Blvd, Los Angeles, CA 90016; wacinc@att.net; 323-936-2331. The books are \$8.95 each or \$6.60 each for orders of 10 or more (prices include U.S. postage). Books are also available in Spanish.

One Thing You Can Do

Be prepared for a disaster. Set aside a few days to work on your institution's disaster policy and be sure to ask yourself the following questions:

- Have we established a telephone tree for staff contacts?
- Do we know the first responders in our community?
- Is our disaster plan up to date? Our insurance coverage? Our inventory?
- Have we established priorities for salvaging our collections?
- Do we have contacts at salvage firms?
- Have we stocked emergency supplies?
- Do we know what preservation resources are available in our area?

By preparing for a disaster, you may prevent or minimize the damage that emergencies can cause. For disaster resources, visit www.heritageemergency.org.

Response and Salvage Wheel, which has become the gold standard for practical salvage advice for collections. The handy slide chart is found in more than 40 countries and has been translated into six languages.

Both publications were produced in support of the Heritage Emergency National Task Force, which Heritage Preservation co-sponsors with FEMA. The Field Guide is available for \$29.95; it can be purchased with the Wheel for a special price of \$34.95. Both are available at Heritage Preservation's secure online Bookstore at <https://www.heritagepreservation.org/catalog> or by calling toll-free 888-388-6789.

Staff Changes

CAP Program Assistant Maria Galban is leaving Heritage Preservation to take a position at the National Museum of the American Indian as an Exhibit Research Assistant. We thank her for her great work and wish her the best of luck.

Address & Contact Person Corrections Requested

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