



Collection Care for Beginners

Presented by Angela Stanford, Curator of Collections and Registrar at
The Danish Immigrant Museum.

If you are a small Iowa museum, historical society, or heritage group charged with caring for a collection of artifacts with a small budget and little or no professional training, this is the workshop for you!

Participants will learn how to provide basic collection care and what resources are available to help you as you process new donations, find homes on exhibit or in storage for artifacts, and even reconcile old records. Learn what publications are affordable and most helpful, and where to find them. Find out what procedures, policies, and forms are necessary and obtain examples of these.

Also included in this workshop is a demonstration of the Past Perfect collections software system and an opportunity to ask your collections questions.

This workshop is limited to 12 participants.

When: Monday, August 17, 10:00am to 4:00pm
Where: The Carriage House Museum, 619 Grand, Story City.
IMA Member Registration: \$40 (includes lunch)
Non-Member Registration: \$55 (includes lunch)

Registrations due by Monday, August 3, 2009.

Name	
Organization	
Address	
City/State/Zip	
Phone	
E-mail	
IMA Member?	Circle One: Yes No

Mail Registration and Payment to:

Iowa Museum Association
1116 Washington Street
Cedar Falls, IA 50613

Or pay with credit card on-line at www.iowamuseums.org
(click on the button to Donate and use the memo line to note what you are paying for).

Questions: Please e-mail imasweet@cfu.net or call 319-239-2236