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### **IMLS Connecting to Collections Bookshelf List**

*All items are available for loan directly from the OMA office. Information on borrowing books from OMA appears on the next to last page of this document. These books are listed here as a collection for easy reference and also are listed under the appropriate subject heading on the following pages.*

- Adlestein, Peter Z. *IPI Media Storage Quick Reference*. Rochester, NY: Image Permanence Institute, 2004.
- Canadian Conservation Institute, Department of Canadian Heritage. *Framework for Preservation of Museum Collections*. Chart. Ottawa: Canadian Conservation Institute, 2004.
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- National Trust. *The National Trust Manual of Housekeeping: The Care of Collections in Historic Houses Open to the Public*. Amsterdam: Elsevier. 2006
- Ogden, Sherelyn, ed. *Caring for American Indian Objects: A Practical and Cultural Guide*. St. Paul, MN: Minnesota Historical Society Press, 2004.
- Ritzenthaler, Mary Lynn and Diane L. Vogt O'Connor. *Photographs, Archival Care and Management*. Chicago: Society of American Archivists, 2006.
- Ward, Philip. *The Nature of Conservation: A Race Against Time*. Marina del Rey, CA: The Getty Conservation Institute, 1986.

## **RESOURCES FOR GROUPS CONSIDERING THE FEASIBILITY OF STARTING A NEW MUSEUM**

Anderson, Gail, ed. Museum Mission Statements: Building a Distinct Identity. Washington, DC: AAM, 1998. (Available in OMA Office)

Brosky, Stanley T., ed. JumpStart Workbook. Lafayette: Louisiana Association of Museums, 1995.

Buck, Rebecca A. and Jean Allman Gilmore, eds. The New Museum Registration Methods. Washington, DC: AAM, 1998.

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The Field Guide for Museums. Des Moines: The State Historical Society of Iowa-Historical Resource Development Program and The Iowa Museum Association, 1998. (Available in OMA Office)

George, Gerald and Cindy Sherrell-Leo. Starting Right: A Basic Guide to Museum Planning. Nashville: AASLH, 1986.

Graubard, Stephen R., ed. Daedalus: America's Museums. Cambridge: American Academy of Arts and Sciences, 1999. (Available in OMA Office)

Hummel, Joan M. Starting and Running a Nonprofit Organization. 2<sup>nd</sup> ed. Minneapolis: University of Minnesota Press, 1996. (Available in OMA Office)

Malaro, Marie C. Museum Governance: Mission, Ethics, Policy. Washington, DC: Smithsonian Institution Press, 1994.

Miller, Patricia. "Probably Not a Good Idea, Parts I and II," Technical Bulletins 25 and 26, MuseNEWS, Oklahoma Museums Association, 1996. Reprinted with permission from Technical Insert 59, Illinois Heritage Association. (Available in OMA Office)

Museums and Libraries: Gateways to Discovery. Washington DC: Institute of Museum and Library Services, n.p. (Available in OMA Office)

Nichols, Susan K. Organizing Your Museum: The Essentials. Washington, DC: AAM, 1989.

Olenick, Arnold J. and Philip R. Olenick. A Nonprofit Organization Operating Manual. New York: The Foundation Center, 1991.

Pizer, Laurence R. A Primer for Local Historical Societies, 2nd ed., rev. Nashville: AASLH, 1991.

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Walch, Timothy. Archives & Manuscripts: Security. Chicago: SAA, 1977.

Wallace, Patricia, et. al. Records Management: Integrated Information Systems. 2nd ed. New York: Wiley, 1987.

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- Hughes, Sandra R. To Go Forward, Retreat!: The Board Retreat Handbook. Washington DC: National Center for Nonprofit Boards, 1999. (Available in OMA Office)
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- Miller, Patricia. "Probably Not a Good Idea, Parts I and II," Technical Bulletins 25 and 26, MuseNEWS, Oklahoma Museums Association, 1996. Reprinted with permission from Technical Insert 59, Illinois Heritage Association. (Available in OMA Office)
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- O'Connell, Brian. The Board Member's Book. n.p.: The Foundation Center, 1985.
- The New Robert's Rules of Order. New York: Barnes & Noble, Inc., 1993. (Available in OMA Office)
- The Source: Twelve Principles of Governance That Power Exceptional Boards. Washington DC: Board Source,

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Ullberg, Alan D. with Patricia Ullberg. Museum Trusteeship. Washington, DC: AAM, 1981. (Available in OMA Office)

Zimmerman, Robert M., and Ann W. Lehman. Boards That Love Fundraising: A How-To Guide for Your Board. San Francisco: Jossey-Bass, 2004. (Available in OMA Office)

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Akinsha, Konstantin, Walsh, Amy L., Yeide, Nancy H. The AAM Guide to Provenance Research. Washington DC: AAM, 2001. (Available in OMA Office)

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Clements, Gayle S. The Numbering of Objects for Museums, Historical Houses, Private Collections. Tulsa Gilcrease Museum. 1996.

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Delfino, Gina Nicole. "Recommendations for Applying Accession Numbers to Museum Objects: Part I and II," Technical Bulletins 42 and 43, MuseNEWS, Oklahoma Museums Association, 2005. Reprinted with permission of the Minnesota Historical Society, St. Paul, Minnesota. Originally published in 2000. (Available in OMA Office)

Dickson, Kathy. "Building Better Collections: Creative Ways to Work With Donors," Technical Bulletin 21, MuseNEWS, Oklahoma Museums Association, 1994. (Available in OMA Office)

Gardner, James B., and Meritt, Elizabeth E. The AAM Guide to Collections Planning. Washington DC: AAM, 2004. (Available in OMA Office)

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- Malaro, Marie C. A Legal Primer on Managing Museum Collections. Second ed. Washington, DC: Smithsonian Institution, 1998. (Available in OMA Office)
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- The Museum Forms Book. Austin: Texas Association of Museums and the Mountain Plains Museums Association, 1999. (Available in OMA Office)
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“Basic Art Handling.” Hamilton, NY: Gallery Association of New York State, 1990. Videotape (26 minutes) designed for registrars, curators — anyone responsible for handling works of art or historical artifacts; may be used as introduction to the topic for new staff or students or a refresher for experienced personnel. Borrow directly from the Oklahoma Historical Society, Museums Division office (405/522-5231). Borrower pays return postage.

Basic Principles of Artifact Storage. Alberta: Alberta Museums Association. 1993.

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## **PUBLISHER ABBREVIATIONS**

AAM - American Association of Museums, AASLH - American Association for State and Local History, ICOM - International Council of Museums, SAA - Society of American Archivists

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#### **Oklahoma History Center**

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Voice 405.522.5248  
[www.okhistorycenter.org](http://www.okhistorycenter.org)

#### **Oklahoma Department of Libraries**

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Voice 405.521.2502  
[www.odl.state.ok.us/genref/ill.htm](http://www.odl.state.ok.us/genref/ill.htm)

#### **American Association for State and Local History**

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#### **American Alliance of Museums**

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