



CHICORA FOUNDATION, INC.

PRESERVING THE PAST FOR THE FUTURE

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Housekeeping for Museums: Things That Heloise Didn't Tell You

Workshop Overview

The most fundamental responsibility of historic sites and museums is the care of collections. While some large institutions can afford to retain conservators, many institutions must rely on in-house expertise. This workshop focuses on developing preventative conservation skills – taking the steps necessary to prevent damage to collections. In particular it helps curators, registrars, physical plant staff, and housekeepers better understand how routine tasks can help preserve their institution's collections. Through hands-on demonstrations participants learn how simple housekeeping efforts can make a tremendous difference in the survival of collections. **This workshop is especially designed for supervisory level staff, curators, registrars, and housekeeping staff. Some familiarity with conservation is helpful – but NOT essential.**

Agenda

This workshop covers a range of preventative conservation topics, housekeeping strategies, collection care, and cleaning techniques.

- ✓ Understanding that your building envelope is a critical “storage container.”
- ✓ The environment and how it affects the longevity of collections, pest control, and housekeeping.
- ✓ Why integrated pest management is an essential tool, even for small institutions with limited staff and budgets.
- ✓ Understanding lighting and how it affects your collections.
- ✓ Correct vacuuming, selecting the right vacuum, and understanding dust.
- ✓ What is cleaning and how should it be done, including developing maintenance schedules, using the correct cleaners, and the right techniques.

- ✓ Proper cleaning for glass and ceramics, books, framed objects, metals, textiles, furniture, composite and faux objects, architectural elements, and more.
- ✓ Understanding safety, chemicals, and your responsibilities in the museum setting.

Resources

This workshop includes hands-on examples of a broad range of museum materials – so you will better understand the appropriate techniques. In addition, all participants receive:

- ✓ A spiral bound notebook of resources, and
- ✓ A bag of essential housekeeping/preservation supplies for the small institution.

Length

Full day (7.0 contact hours) – workshop begins at 8:30am and ends at 5pm with 1 hour for lunch.