An Annotated Bibliography for the Development and Operation of Historic Sites.

American Association of Museums, Washington, D.C.

National Endowment for the Humanities (NEH),
Washington, D.C.

Jun 82

49p.; Prepared by the Historic Sites Committee.

Reference Materials - Bibliographies (131)

Accreditation (Institutions); Annotated Bibliographies; Financial Support; *History; Legislation; *Museums; Organizations (Groups); Preservation; *Program Development; *Program Implementation; *Site Development; Standards

*Historical Landmarks

Over 340 books, articles, manuals, newsletters, and other publications concerning the development and operation of historic sites are listed. Most cited materials were published since 1972 and are arranged under four major categories: site development and planning, documentation and preservation of structures and objects, interpretation of historic sites to visitors, and visitor and support services. Other citations are listed under the headings of professional standards and practice, management and financial planning, and other bibliographies. Under each heading, materials are listed alphabetically by author or name of organization. A section on organizations is also included which contains information on addresses, purposes, and types of publications. A final section outlines legislation affecting historic sites and other museums. Legislation is listed alphabetically by short title and references to the document in which the law is found are included. (KC)
An Annotated Bibliography for the Development and Operation of Historic Sites

Prepared by the Historic Sites Committee of the AAM to promote the application of professional standards at historic sites

June 1982
American Association of Museums
1055 Thomas-Jefferson St., NW
Washington, D.C. 20007
CONTENTS

Introduction 3
Site Development and Planning 5
Structures and Objects 9
Interpretation 21
Visitor and Support Services 33
Professional Standards and Practices 35
Management and Financial Planning 36
Bibliographies 39
Organizations 42
Legislation 45

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INTRODUCTION

The accreditation program of the American Association of Museums recognizes the unique aspects of historic sites through new supplemental accreditation documents that permit a more comprehensive evaluation of this special type of museum. The Supplemental Accreditation Questionnaire for Historic Sites and related Accreditation Visiting Committee Evaluation Checklist reflect an expansion of basic concepts found in the main body of the AAM's museum accreditation questionnaire and checklist, or represent new categories that relate specifically to the development and operation of historic sites. Basically, the supplemental questionnaire is divided into four parts.

I. Site Development and Planning
   - long-range site plans
   - documentary landscape plans
   - documentary historic structure restoration or preservation plans
   - physical intrusions affecting site development and operation
   - legal restrictions affecting site development and operation

II. Structures and Objects
   - historic structure documentation
   - preservation, stabilization, restoration, and reconstruction philosophy and methodology
   - adaptive reuse programs
   - living collections
   - documentary landscape plans

III. Interpretation
   - site objective and purpose
   - research for interpretive programs
   - written interpretive plans
   - visitor orientation
   - interpretive training programs
   - reproduction period clothing/costumes
   - use of artifacts
   - use of reproductions
   - historical agriculture and livestock

IV. Visitor and Support Services
   - written visitor services plans
   - visitor facilities
   - written emergency procedures
   - routine maintenance plans
   - cyclical maintenance plans
As part of the Supplemental Accreditation Questionnaire for Historic Sites, a selected, annotated bibliography was developed and is keyed to the main categories of the questionnaire. The bibliography includes publications that either introduce or clarify the developmental and operational concepts unique to historic sites but still within the framework of the AAM's basic definition of a museum. The citations were selected according to three criteria: (1) relevance to the concepts of the supplemental questionnaire; (2) representation of accepted methodology and philosophy for the development and operation of historic sites; and (3) general availability. Some of the publications met only one of the criteria but were included because of their strength in that area; publications that met all three criteria or are considered landmark works have been marked with an asterisk (*) and can be considered essential to a basic reference library for trustees, administrators, curators, and interpreters.

Several sections not specifically related to the new categories of the supplemental questionnaire cite publications applicable to museums in general. These include Professional Standards and Practices and Management and Financial Planning. A section on other Bibliographies is useful for further reference.

Finally, many service and professional organizations publish periodicals, technical leaflet series, bibliographies and books that are available through membership programs or by direct purchase. A section on Organizations includes their addresses, purposes, and types of publications. A final section outlines Legislation affecting historic sites and other museums.

This bibliography has been a collaborative effort of the members of the Historic Sites Committee, who have been responsible for the research, selection, and annotation of the entries. As secretary to the Accreditation Commission, Randi Glickberg coordinated the committee's work and provided invaluable guidance in the development of topics complementary to the needs of museums engaged in the kind of institutional planning and evaluation epitomized by the accreditation process. Suzanne Schell came on near the conclusion of the project to compile the final bibliography and brought order and clarity to our large and somewhat eclectic manuscript. On behalf of the AAM, the Historic Sites Committee gratefully acknowledges support from the National Endowment for the Humanities, which has made this project possible. It is hoped that this bibliography will assist those striving for a more complete understanding of the development and operation of historic sites and the ultimate application of this understanding toward accreditation.

Michael C. Rierson
Chairman
Bibliography Subcommittee
SITE DEVELOPMENT AND PLANNING


Carter, George F. "Domesticates as Artifacts." In The Human Mirror: Material and Spatial Images of Man, edited by Miles Richardson, pp. 201-30. Baton Rouge: Louisiana State University Press, 1974. Argues that domesticated plants and animals are artifacts in the sense that they are natural materials modified by man for his own purpose. Thus, the cultural and biological context of plant and animal uses may be analyzed as historical evidence.


Deetz, James. Invitation to Archaeology. Garden City, N.Y.: Natural History Press, 1967. Introduction to the principles, methods, and problems of present-day archeology in uncovering, interpreting, and understanding the past. Discusses all aspects of archeology, including excavation, radiocarbon dating, form analysis, and space-time slope patterns.


Frederic, Paul B. "Geography and Living History Farm Sites." Agricultural History 48 (1974), 5-10. Discusses the importance of accurate geographical organization and location in recreating a living historical farm.

Hart, John Fraser. *The Look of the Land.* Englewood Cliffs, N.J.: Prentice-Hall, 1975. Study of the rural landscape that examines the factors influencing rural life in North America and Europe, such as plant cover, land division, farm size and tenure, farm management and expansion, crop rotation and livestock, farm buildings and house types, settlement patterns, and villages as well as the impact of mining, forestry, and recreation.


Hawes, Edward L. "The Living Historical Farm in North America: New Directions in Research and Interpretation." *Association for Living Historical Farms and Agricultural Museums, Proceedings of the Annual Meeting 2* (1976), 41-60. A summary statement on state of the art. Includes a brief view of the living historical farm movement in America, discussion of the concepts of living history, consideration of problem areas, and suggestions for future directions. Deals with each of the major museum functions: research, care, interpretation, and education.


"ICOM Meeting on Open Air Museums." *ICOM News* 11 (Feb. 1958), 22-25. Reprint of the declaration on open-air museums adopted by the 4th ICOM General Conference convened in Denmark and Sweden in 1957 to study the problems of open-air museums. Statement covers definition of and criteria and methods for preserving popular architecture (moving, siting, and rebuilding), and recommends the establishment of open-air museums in each country.


Kniffen, Fred B. "Material Culture in the Geographic Interpretation of the Landscape." In The Human Mirror: Material and Spatial Images of Man, edited by Miles Richardson, pp. 252-67. Baton Rouge: Louisiana State University Press, 1974. Cultural ecology combines the disciplines of anthropology and geography by studying the relationship between environment and culture. The cultural geographer systematically studies occupancy pattern, the marks of human habitation on the land. As an example, the author traces the impact of successive human occupation of the Louisiana prairie by the Indians, the French, the Spanish, and Midwestern farmers.


Montgomery, Charles F. "The Historic House—A Definition." Museum News 38:1 (Sept. 1959), 12-16. Distinguishes four categories of historic houses and cites examples: the biographical house, the moment shrine, the era house, and the area house—as a basis of establishing criteria for restoration and furnishing. Differentiates historic houses from museums with period rooms.


Pocius, Gerald L. "Folk Culture Research, Ethnographic Analogy and the Museum." Association for Living Historical Farms and Agricultural Museums, Proceedings of the Annual Meeting 4 (1978-80), 38-44. Because cultural traits have persisted over space and time, the author recommends the use of comparative ethnographic research findings in documenting a time period and region to be portrayed in a museum.

Schlecker, John T. Living Historical Farms: A Walk into the Past. Washington, D.C.: Smithsonian Institution, 1968. Discusses the origin and concept of living historical farms as well as methods and problems of re-creating farms from the past. Proposes the establishment of a Living Historical Farming Experiment Station to research and breed historical varieties of plants and animals.


Stewart, John J. "Landscape Archaeology: Existing Plant Material on Historic Sites as Evidence of Buried Features and as Survivors of Historic Species." Association for Preservation Technology Bulletin 9:3 (1977), 65-72. Discusses the use of landscape archeology research techniques to study plant materials and other vegetation as evidence of human occupation at historic sites.

Streatfield, David. "Standards for Historic Garden Preservation and Restoration." Landscape Architecture 59 (Apr. 1969), 198-204. Distinguishes and lists types of gardens worthy of preservation: those that are works of art; those designed by an important designer or theorist, associated with national figures or events, or demonstrate historical continuity; those with collections of plants of botanical importance or regional ecological significance. Cites specific examples. Also discusses legislation and sources of support for landscape preservation.


Alexander, Edward P. "Artistic and Historical Period Rooms." Curator 7:4 (1964), 263-81. Traces the history of period rooms in American and European museums. Distinguishes between the artistic period room, which aims to exhibit outstanding examples of architecture and decorative arts, and the historical period room, which presents a room as it once actually appeared. Concludes that there are very few of the latter.


Clyver, E. Blaine. "Reconstruction: Valid or Invalid?" Historic Preservation 24 (Oct.-Dec. 1972), 22-25. Raises the philosophical and ethical issues surrounding reconstruction. Cites examples where limited reconstruction might be justified but concludes that, in general, reconstruction is not the answer to preserving architectural heritage or interpreting history.

"Tests for the Analysis of Mortar Samples." Association for Preservation Technology Bulletin 6:1 (1974), 68-73. Outlines a simple and accurate method of analyzing mortar samples that can be done in the field with only a basic knowledge of chemistry. Useful in dating masonry work.


"Early Roofing Materials." Association for Preservation Technology Bulletin 2:1-2 (1970), 18-89. Issue devoted to early roofing materials with bibliography and list of primary sources, including insurance records, builders' guides, etc. Several specialized articles on wood shingle and slate roofs in the United States and Canada.


Emerick, Robert H. "Heating Historic Structures." Progressive Architecture 38 (Aug. 1957), 152-56. Discusses problems and solutions in installing heating systems as well as the pros and cons of centralized or local heating in restored buildings. Also considers HVAC systems for buildings with mixed usage.


Hockey, William B. "Scaled Rectified Photography on Site." Association for Preservation Technology Bulletin 7:3 (1975), 36-78. Site application of rectified photography in producing scaled-rectified negatives in the field.


Kniffen, Fred B. "Folk Housing: Key to Diffusion." Annals of the Association of American Geographers 58 (Dec. 1965), 549-77. Studies folk house types (human habitation and barns) to distinguish the initial occupation patterns established by migrants from the eastern seaboard. Traces the diffusion and evolution of New England barns, the English I house, the German log barn, and the English/Tidewater frame cottage.


Lynn, Catherine. Wallpaper in America from the 17th Century to World War I. New York: W.W. Norton, 1980. Drawing on the collections of the Cooper-Hewitt Museum and others, this comprehensive study documents changing tastes in wallpaper pattern and color. Sections on how hand- and machine-printed wallpaper was made and hung.


Survey. Covers surveys, measured drawings, photographs, written
documentation, specialized recording techniques, and catalogs.
Illustrated with examples from HABS.

(Nov.-Dec. 1979), 57-61. Discusses the legal necessity for museums to
adopt collections management policies and outlines the key components in
drafting them.

Mather, Eugene Cotton, and Hart, John Fraser. "Fences and Farms."
Geographical Review 44 (Apr. 1954), 201-23. Examines the functional
importance of fences in American agriculture and traces the development
and variations of regional fencing types with illustrated examples.

Mayhew, Edgar de Noailles, and Myers, Minor, Jr. A Documentary History
of American Interiors from the Colonial Era to 1915. New York:
Charles Scribner's Sons, 1980. Illustrated description of the contents
and arrangement of American rooms as they evolved through a diversity of
styles based on pattern books, household guides, diaries and letters,
estate inventories, period advertisements, artifacts, and paintings and
prints. Examines furniture, floor coverings, pictures, textiles, wall
treatments, architectural details, lighting, color schemes, and
accessories for each period. Distinguishes between high style and country
interiors. Bibliography.

Montgomery, Florence M. "Antique and Reproduction Furnishing Fabrics in
Briefly discusses the research, restoration, and reproduction of period
fabrics for furnishing historic houses.

Printed Textiles: English and American Cottons and Linens, 1700-1850.
New York: Viking Press, 1970. Catalog of wood block, copperplate, and
cylinder printed textile collection at Winterthur with essays on English
printed textiles, colonial trade, textile furnishings in American homes
(bed hangings, window curtains, slipcovers), and textile printing in
America.

Moss, Roger W. Century of Color: Exterior Decoration for American
Buildings, 1820-1920. Watkins Glen, N.Y.: American Life Foundation,
1981. Documents the changing period paint color schemes for 19th century
structures, particularly Victorian houses. Practical guide includes color
chart and paint chips.

classification of cultural materials from all societies and a standard
system of organization of ideas, writings, artifacts, and art using a
"universal culture pattern."

interior and exterior gaslighting fixtures used in America, providing
histories of the major manufacturing firms and a listing of the charter
dates for individual and city gas companies.


Prudon, Theodore, ed. "Historic Hardware in the United States and Canada." Association for Preservation Technology Newsletter 3 (June 1974). Issue devoted to historic hardware, with lists of collections, buildings with original hardware, and resources including experts, suppliers, manufacturers, and dealers. Bibliography and list of trade catalogs.


Raup, H F. "The Fence in the Cultural Landscape." Western Folklore 67 (Jan. 1947), 1-12. Contends that the fence is a significant element of material culture, indicative of its physical surroundings and having special social significance stemming from cultural tradition and contact. Studies examples of fence types and materials as indicators of vegetation and climatic conditions as well as the builder's ingenuity and wealth.

"Restoration and Preservation of Historic Buildings." Building Research 1 (Sept.-Oct. 1964). Issue devoted to papers presented at the 1964 Building Research Institute Forum on preservation and restoration of historic buildings. Articles on the restoration profession; adaptive use; historical, archeological, and architectural research; architectural photogrammetry, measured drawings, and photographic records; restoration principles and guidelines; protection against insects and decay; climate control; masonry restoration; site planning and design; working drawings, specifications, and bids; and maintenance.


Rushing, Byron. "Afro-Americana: Defining It, Finding It, Collecting It." Museum News 60:3 (Jan.-Feb. 1982), 33-40. Observes that the primary goal in collecting for Afro-American history museums is to document the culture and history of people of African descent in the Americas. Suggests criteria for establishing collecting policies and locating Afro-American artifacts. Notes the importance of historic buildings to preserving Afro-American heritage.


organizations, materials and techniques employed, professional standards, and education. Section on materials and techniques includes essays on wood, masonry, metals, paints and varnishes, and maintenance.


Watkins, Malcolm. "The Central Role of the Commonplace in the History Museum." Western Museums Quarterly 3 (June 1965), 9-13. Contends that the essential function of the history museum is the preservation and interpretation of artifacts from everyday life--utilitarian objects and vernacular architecture--in order to present a balanced view of the past. Stresses the importance of not overfurnishing or overdecorating the dwellings of ordinary people.


Zelinsky, Wilbur. "Walls and Fences." Landscape 8 (Spring 1959), 14-20. Studies the historical geography of farm fencing along the Atlantic seaboard, including stump, worm, stone, and board fences.
INTERPRETATION


Alexander, Edward P. "A Fourth Dimension for History Museums." Curator 11 (Dec. 1968), 263-89. Argues that the fourth dimension of retrogressive time is a powerful educational method that museums convey to visitors by enabling them to use their sensory perceptions to experience the preserved historical environment. Traces the early efforts of preservationists to secure an authentic historical environment and culture in historic houses, restored villages, and outdoor museums.

Museums in Motion: An Introduction to the History and Functions of Museums. Nashville: American Association for State and Local History, 1979. Traces the rise of museums since the 1800s. Explores philosophies and practices of collection, conservation, research, exhibition, and interpretation, and the social responsibility of the modern museum. Chapter 5 deals with the history museum, including historic houses and open-air museums. Chapter 11 focuses on interpretation in museums.


Anderson, Jay, ed. "Foodway Programs." Association for Living Historical Farms and Agricultural Museums, Proceedings of the Annual Meeting 1 (1975), 21-22. Points out that a foodway program is an important part of living historical farm operation and should encompass food conception, procurement, preservation, preparation, consumption, and interpretation, and health laws.

Asher, Robert. "Experimental Archeology." American Anthropologist 63 (Aug. 1961), 793-816. Discusses the principles of imitative experiments used by archeologists to learn about the past; summarizes five case studies.


Black, Patricia F. "Today's Youth, Tomorrow's Heritage: Teenage Docents at Old Economy." Historic Preservation 24 (Apr.-June 1972), 18-21. Demonstrates how teenagers can make a valuable contribution to historic site programs as interpreters, crafts assistants, education aides, and grounds laborers after school, on weekends, and during summers.


Carson, Cary. "Living Museums of Everyman's History." Harvard Magazine 83 (July-Aug. 1981), 22-32. Explores the impact of the new social history on democratized interpretation at living history museums and villages with their collections of artifacts recreating the lives of ordinary people. Points out the difficulty in time-capsule restorations of interpreting the dynamic forces that shaped or changed a community. Challenges the use of history as catechism to impart selected values.


Dorson, Richard, ed. Folklore and Folklife. Chicago: University of Chicago Press, 1972. Collection of essays on different fields of folklife studies, including oral folklore, social folk custom (recreation, festivals, medicine, religion), material culture (arts, crafts, architecture, costume, cookery), and folk arts, as well as concepts and methods.


Fairley, John A. History Teaching through Museums. London: Longmans, 1977. Manual for teachers using museums and historic sites as educational resources. Covers planning educational objectives, organizing field trips, designing study activities at the museum, and taking advantage of museum school services. Includes case study, "Digging up the Past," at the London Museum and curriculum materials from other museums in Great Britain.


Fleming, E. McClung. "Early American Decorative Arts as Social Documents." Mississippi Valley Historical Review 45 (Sept. 1958), 276-84. Demonstrates how decorative arts provide evidence about materials and manufacturing techniques, trade, technology, standards of living and social usage, popular taste and styles, especially when seen in the context of the historic house or period room.

Ellsworth, Linda V. "The Period Room as a Curatorial Publication." Museum News 50:9 (June 1972), 39-43. Recommends a system for analysis of the research, authorship, and classification of this important historical presentation medium. Of value to period room planners and docents.
"Focus on American Food and Foodways." Journal of American Culture 2 (Fall 1979). Issue devoted to aspects of acquisition, preparation, and consumption of food in America, including ethnic foodways and the role of food in American culture and life. Includes article by Thomas Morain about living historical farms and the need for basic social history research in interpreting daily farm life.

Frye, Melinda Young. "Costume as History." Museum News 56:2 (Nov.-Dec. 1977), 37-42. Traces the history of museum costume collections and demonstrates how costumes can be used to interpret history as social, economic, technological, and industrial indicators.


Goldfield, David R. "Living History: The Physical City as Artifact and Teaching Tool." History Teacher 8 (1975), 535-56. Discusses the function, form, and context of the surviving physical elements of urban life—structures, open spaces, and streets. Presents a model for using the physical city as a laboratory for teaching history.


Hindle, Brooke. "Museum Treatment of Industrialization: History, Problems, Opportunities." Curator 15 (Sept. 1972), 206-19. Traces the origins of industrial museums and discusses the opportunities of interpreting industrialization through demonstrating operating machines, films of operating machines, and models. Argues that it is important to go beyond the machine to interpret the values of technological change.

"History Goes on Stage: How Theatre Techniques Aid Local History." History News 36 (June 1981). Issue devoted to the use of drama for interpretation and training as well as drama based on oral tradition.

"History Lives!" Museum News 53:3 (Nov. 1974). Issue on history museums and interpreting history. Articles on the challenges to history museums by William T. Alderson, craft demonstrations by Peter W. Cook, living history by Robert D. Ronsheim, OSHA and historic sites by John Fowler, walking tours by Henry Hope Reed, collecting and interpreting recent history by L. Thomas Frey, and outdoor history museums by Holly Sidford.

Jackson, John B. The Necessity for Ruins. Amherst: University of Massachusetts Press, 1980. A master interpreter of the landscape shares his former lectures, which furnish interpretive insights into the natural and built environments from garages to monuments, orchards to lamp posts.


Keller, Clair W. "Role Playing and Simulation in History Classes." History Teacher 8 (1975), 573-81. Discusses role-playing and simulation teaching methods that can be applied to historic site interpretive programs.


"Living History." Interpreter: A Journal for Environmental Communicators 12 (Spring 1981). Issue on living history featuring articles on programs throughout the West and interpretive research.

Lord, Clifford L. Teaching History with Community Resources. 2d ed., rev. New York: Columbia Teachers College Press, 1967. Teacher's guide to diverse local resources that can be used to teach history. Sections on research, field trips, building community resources, and special activities for students.


Mayo, Edith, ed. "Focus on Material Culture." Journal of American Culture 3 (Winter 1980). Issue devoted to the study of historical artifacts. Includes articles on artifact classification by Ronald Marchese; material culture as nonverbal communication (case study of Victorian parlor organs) by Kenneth Ames; 19th century mourning artifacts by Martha Pike; 19th-century gynecological instruments and surgery by Virginia Drachman; women's influence on architecture (in Atlanta) by Darlene Roth; political campaign artifacts by Otto Thieme, Roger Fischer, and Edith Mayo; toys and American culture by Bernard Mergen; and the material culture of working-class homes by Lizabeth Cohen.


Parr, Albert Eide. "Habitat Group and Period Room." Curator 6:4 (1963), 325-36. Compares the purpose of a habitat group, which provides background for its natural inhabitant, to the period room, which assembles objects illustrating a style or previous pattern of coexistence but usually omitting the original occupant. Observes that most period rooms in American museums represent the aesthetic approach while the historical and sociological period rooms in European museums represent both taste and technology.


"History and the Historical Museums." Curator 15:1 (1972), 53-61. Discusses the kinds of misrepresentation often found in historic houses and history museums. Contends that these museums must attempt to demonstrate the impact of social change and technological progress if they are to avoid a nostalgic approach to history.


Place, Linna Funk; Zangrand, Joanna Schneider; Lea, James W.; and Lovell, John. "The Object as Subject: The Role of Museums and Material Culture Collections in American Studies." American Quarterly 26 (Aug. 1974), 281-94. Demonstrates that museums, as repositories of cultural artifacts, are potential educational resources available to teachers and students of American studies. Description of the National American Studies Faculty's Community Museum Program.

Radford, Thomas. "From A to V." Museum News 52:5 (Jan.-Feb. 1974), 37-40. Argues that audiovisual media are an essential educational element of museum exhibits as programs that can convey information while freeing the visitor from the printed text. Provides pointers on planning A-V programs and working with producers.

Schlebecker, John T. Whereby We Thrive: A History of American Farming, 1607-1972. Ames: Iowa State University Press, 1975. Documents the social, economic, and technological aspects of commercial agriculture from colonial subsistence farming to modern agribusiness. Covers farmers' political activities, the effects of mechanization, transportation, mercantilism, planting and harvesting, land laws, price supports, genetics, etc.


Schlereth, Thomas J. "The History Behind, Within, and Outside the History Museum." Curator 23 (Dec. 1980), 255-74. Explores the increased responsibilities of the history museum profession to document the process and research in organizing exhibits, period rooms, and historic sites; teach a broad range of social history themes using an assortment of learning strategies; and develop local and community history programs for diverse audiences.

Schlereth, Thomas J. "It Wasn't That Simple." Museum News 56:3 (Jan.-Feb. 1978), 36-44. Suggestions for shaping the public perception of the American past through improved history textbooks and programs at historic museum villages.


Severa, Joan. "Recreating Costume of the 1830s." Nineteenth Century 6 (Winter 1980), 38-41. Discusses research and technical procedures used to reproduce eight 19th-century period patterns available from the State Historical Society of Wisconsin.


Veverka, John A.; Poneleit, Sandra A.; and Traveek, David E. "Standardized Planning Forms for the Development of Interpretive Planning Documents." Interpreter 4 (Spring 1980), 12-26. Forms designed to assist interpretive planners in inventorying historic sites and developing the story line for interpretive services.


VISITOR AND SUPPORT SERVICES


McGrath, Lee Parr. Housekeeping with Antiques. New York: Dodd, Mead & Co., 1971. Basic guide to proper care of antiques and fine furnishings based on methods used by curators and conservators in museums and historical restorations. Although intended for the private collector, it is a useful handbook on housekeeping for small historic house museums without professional staff.


PROFESSIONAL STANDARDS AND PRACTICES


Glickberg, Randi R. "Historic Sites and Accreditation." *Museum News* 60:2 (Nov.-Dec. 1981), 42-49. Summarizes the work done by the Historic Sites Committee in developing a questionnaire and on-site evaluation checklist for historic sites going through the accreditation process. Includes the committee's prefatory statement outlining the elements of historic site operation as they pertain to AAM accreditation.


MANAGEMENT AND FINANCIAL PLANNING


"The Case for Management." History News 37 (March 1982). Issue devoted to managing state and local historical organizations with articles on nonprofit management control by Lisa Gwirtzman, personnel management by Renee Friedman, and long-range planning by George Hicks.

Coe, Linda C.; Denney, Rebecca; and Rogers, Anne. Cultural Directory II: Federal Funds and Services for the Arts and Humanities. Washington, D.C.: Smithsonian Institution Press, 1980. Describes more than 300 federal programs, activities, and resources available, including grants, employment opportunities, and technical assistance.


Swinney, Holman J. "Common Sense Advice in Planning an Historical Museum." Museologist 112 (Sept. 1969), 8-16. Discusses major issues and policies that must be considered by trustees and staff in planning a museum—purpose (definition, objectives, limitations, responsibilities), education, collections, exhibitions, and records.

Texas Historical Commission, Museum Services Department. Thoughts on Museum Planning. Austin: Texas Historical Commission, 1976. Part of a series on managing a small historical museum. Articles focus on incorporation and basic organization of staff and resources.


BIBLIOGRAPHIES


ORGANIZATIONS

African-American Museums Association, 1318 Vermont Ave., NW, Washington, D.C. 20005. Purpose: to foster and promote the celebration of African and African-American cultural heritage through supporting black museums and related institutions; to strengthen them through improved communication, shared resources, technical aid and assistance, and guidance in fund raising. Publishes Scrip (quarterly newsletter).

American Association of Museums, 1055 Thomas Jefferson St., NW, Washington, D.C. 20007. Purpose: to promote professional standards among museums; to be a representative and advocate for museums and museum professionals; to cooperate with related groups; to provide professional development opportunities; to increase the financial stability and strengthen the organizational structure of museums; to represent U.S. museums within the International Council of Museums. Publishes Museum News (bimonthly magazine); Aviso (monthly newsletter); books and reprints; directories; bibliographies; newsletters for Trustee Committee and ICOM members.

American Association for State and Local History, 708 Berry Rd., Nashville, Tenn. 37204. Purpose: to encourage the preservation and use of local history; to help history organizations save and interpret such historical resources as records, documents, artifacts, structures, and sites. Publishes History News (monthly magazine); books and technical leaflets; audiovisual training kits; independent study courses including Historic Sites; bibliographies.

American Folklife Center, Library of Congress, Washington, D.C. 20540. Purpose: to preserve and present American folklife through programs of research, documentation, archival preservation, live presentations, exhibitions, publications, dissemination, training, and other activities. Publishes Folklife Center News (quarterly newsletter); other publications.


Association of Interpretive Naturalists, 6700 Needwood Rd., Derwood, Md. 20855. Purpose: to foster the advancement of education and development of skills in the art of interpreting the natural and cultural environment. Publishes Journal of Interpretation (bimannually); monthly newsletter; bibliography; workshop program papers and proceedings.

Association for Living Historical Farms and Agricultural Museums, Room 5035, National Museum of American History, Smithsonian Institution, Washington, D.C. 20560. Purpose: to provide a forum for communication among people and institutions involved in living historical farms or agricultural and outdoor museums; to provide guidelines for proper managing and operation of living historical farms. Publishes Living Historical Farms Bulletin (six issues a year); bibliographies; proceedings of annual meetings.
Association for Preservation Technology, P.O. Box 2487, Station D, Ottawa, Ont., K1P 5W6, Canada. Purpose: to promote the science and technology of the preservation of historic resources. Publishes Communique (bimonthly); Association for Preservation Technology Bulletin (quarterly); occasional papers.

Canadian Inventory of Historic Buildings, 3d Floor, Les Terrasses de la Shaudiere, Ottawa, Ont. K1A 1G2, Canada. Purpose: to list all Canadian buildings built prior to 1914; to provide resources for the documentation of buildings and related building arts. Publishes inventory; books; slide kits and brochures.

Canadian Museums Association, 280 Metcalfe St., Suite 202, Ottawa, Ont. K2P 1R7, Canada. Purpose: to advance public museum services in Canada; to promote the welfare and better administration of museums; to foster a continuing improvement in the qualifications and practices of museum professionals. Publishes Gazette (quarterly journal); Museogramme (quarterly newsletter); books; directories.

Forest Products Laboratory, Forest Service, U.S. Department of Agriculture, P.O. Box 5130, Madison, Wis. 53705. Purpose: to conduct research on wood and wood-base products; to publish information relating to the identification, preservation and proper use of wood in or at historic sites. Publishes books and handbooks.


National Access Center, 1419 27th St., NW, Washington, D.C. 20007. Purpose: to aid museums and cultural programs with options for compliance to Section 504 of the Rehabilitation Act, thus opening access to museum programs for disabled people; to provide information on the whole area of access for special audiences through consultants and publications. Publishes Access (bimonthly newsletter); series.

National Historic Communal Society Association, Center for Communal Studies, Indiana State University--Evansville, Evansville, Ind. 47712. Purpose: to encourage the restoration, preservation, and public interpretation of America's historic communal sites and the study of communal societies, past and present; to facilitate communication and cooperation among scholars, preservationists, and communitarians. Publishes Communal Societies (annual journal); quarterly newsletter.

National Park Service, U.S. Department of the Interior, Washington, D.C. 20240. Purpose: to operate natural and cultural park areas nationwide. Maintains the National Register of Historic Places. Consultation with nonprofit organizations concerned with the preservation of the natural and cultural heritage is provided free of charge if no costs are involved or on a reimbursable basis. Publishes books; series; studies and reports; Conserve O Gram.
National Parks and Conservation Association, 1701 18th St., NW, Washington, D.C. 20009. Purpose: to protect, promote, and improve national parks. Publishes National Parks Special (bimonthly magazine); monthly alerts on critical legislative issues.

National Recreation and Park Association, 3101 Park Center Dr., Alexandria, Va. 22302. Purpose: to improve the quality of American life through the creative use of natural and human resources. Publishes Parks and Recreation (monthly magazine); Dateline (monthly newsletter); Journal of Leisure Research (quarterly journal).

National Trust for Historic Preservation, 1785 Massachusetts Ave., NW, Washington, D.C. 20036. Purpose: to encourage the public participation in the preservation of sites, buildings, and objects significant in American history and culture. Publishes Historic Preservation (bimonthly magazine); Preservation News (monthly newsletter); books.

North American Indian Museum Association, Museum of the Cherokee Indian, P.O. Box 770-A, Cherokee, N.C. 28719. Purpose: to improve the effectiveness of Indian museums throughout North America by sharing their resources. Publishes quarterly newsletter.

Office of Museum Programs, Arts and Industries Building, Room 2235, Smithsonian Institution, Washington, D.C. 20560. Purpose: to provide activities and services for the professional enhancement of museum personnel and for the improvement of museum operations. Publishes studies and reports; audiovisual presentations on conservation. Maintains a museum reference center.

Old-House Journal Corporation, 69A Seventh Ave., Brooklyn, N.Y. 11217. Publishes Old-House Journal (monthly newspaper devoted to practical techniques for restoring, maintaining, and decorating houses built before 1920); Old-House Journal Catalog (annual).

Parks Canada, Historic Sites and Monuments Board of Canada, Department of Environment, Ottawa, Ont. K1A 1G2, Canada. Purpose: to advise the Minister of the Interior of persons (nonliving) places, and events of national significance. Publishes brochures; guides; guidelines; books.

Pioneer America Society, Department of Geography, University of Akron, Akron, Ohio 44325. Purpose: to discover, record, document, and promote preservation of the remaining vestiges of pioneer America. Publishes Pioneer America (biannually); newsletter (five or six issues a year); PAST (annual transactions).

Western Interpreters Association, R.O. Box 28366, Sacramento, Calif. 95828. Purpose: to promote historical, recreational, archeological, anthropological, and natural history interpretation; to advance the education of interpreters and the development of skills in the art of interpreting the natural and cultural environment. Publishes Interpreter (quarterly journal); monthly newsletter.


LEGISLATION

Antiquities Act of 1906 (Public Law 59-209; 34 Stat. 225; 16 USC 431-433), provided for the protection of historic or prehistoric remains, "or any antiquity," on federal lands; established criminal sanctions for unauthorized destruction or appropriation of antiquities; authorized the President to declare, by proclamation, national monuments; and authorized the scientific investigation of antiquities on federal lands, subject to permit and regulations.

Historic Sites Act of 1935 (Public Law 74-292; 49 Stat. 666; 16 USC 461-467), authorized the programs that are known as the Historic American Buildings Survey, the Historic American Engineering Record, and the National Survey of Historic Sites and Buildings; authorized the establishment of national historic sites and otherwise authorized the preservation of properties "of national historic or archeological significance"; authorized the designation of national historic landmarks; established criminal sanctions for violation of regulations pursuant to the act; authorized interagency, intergovernmental, and interdisciplinary efforts for the preservation of cultural resources; and other provisions. The first efforts to salvage archeological data that would otherwise be lost were done under the authorities of this act beginning with the River Basin Survey in 1946.

National Trust Act of 1949 (Public Law 81-408; 63 Stat. 927), facilitated public participation in the preservation of sites, buildings, and objects of national significance or interest; created the National Trust for Historic Preservation and empowered it to acquire and hold property for historic preservation purposes, enter into contracts and agreements to further the policies enunciated in the Historic Sites Act, sue and be sued, and perform other lawful acts to carry out the purposes of the National Trust.
Reservoir Salvage Act of 1960 (Public Law 86-523; 74 Stat. 220; 16 USC 469-469c), provided for the recovery and preservation of historical and archeological data (including relics and specimens) that might be lost or destroyed as a result of the construction of dams, reservoirs, and attendant facilities activities. This legislation indicated further concern with cultural resources recovery and reemphasized the need to recover data. See also the 1974 amendment to this act.

Department of Transportation Act of 1966 (Public Law 89-670; 80 Stat. 931). Section 4(f) states that the Secretary of Transportation "shall not approve any program or project which requires . . . the use of . . . any land from a historic site . . . unless (1) there is no feasible and prudent alternative to the use of such land, and (2) such program includes all possible planning to minimize harm to such . . . historic sites resulting from such use."

National Historic Preservation Act of 1966 (Public Law 89-665; 80 Stat. 915; 16 USC 470), declared a national policy of historic preservation levels; provided authority for the expansion of the National Register of Historic Places to include cultural resources of state and local significance; authorized matching federal grants to the states and the National Trust for Historic Preservation for the acquisition and rehabilitation of National Register properties; established the Advisory Council on Historic Preservation; provided certain procedures to be followed by federal agencies in the event of a proposal that might have an effect on National Register properties; defined historic preservation as the protection, rehabilitation, restoration, and reconstruction of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, or culture.

National Environmental Policy Act of 1969 (Public Law 91-190; 31 Stat. 852; 42 USC 4321-4347), declared in Section 101-8 (4) that it is the policy of the federal government to "preserve important historic, cultural and natural aspects of our national heritage." In order to carry out this policy, the act required an interdisciplinary study of the impacts associated with federal programs.

Public Law 91-243, May 9, 1970, amended the National Historic Preservation Act of 1966 by extending the funding for the program through 1973, increasing the membership of the Advisory Council on Historic Preservation, and authorizing the participation of the United States as a member in the International Centre for the Study of Preservation and Restoration of Cultural Property and funds for the purpose.

Executive Order 11593, "Protection and Enhancement of the Cultural Environment," May 13, 1971 (36 F.R. 8921), in reference to some of the legislation discussed above, instructed all federal agencies to provide national leadership in historic preservation, to assure the preservation of cultural properties in federal ownership, and to "institute procedures to assure that federal plans and programs contribute to the preservation and enhancement of nonhistorical, architectural, or archeological significance." The order specifically directed all federal agencies to
locate, inventory, and nominate to the Secretary of the Interior all sites, buildings, districts for listing on the National Register of Historic Places." The order further established procedures to be followed by all federal agencies pending completion of the cultural resources inventories.

Archeological and Historical Preservation Act of 1974 (Public Law 93-291; 88 Stat. 74), amended the 1960 Salvage Act; provided for the preservation of significant scientific, prehistoric, historic, or archeological data (including relics and specimens) that might be lost or destroyed as a result of: (1) the construction of dams, reservoirs, and attendant facilities and activities; or (2) any alteration of the terrain caused as a result of any federal construction project or federally licensed project activity or program; provided that the Secretary of the Interior will be notified of impending loss of such resources, and the agency of the secretary may survey and recover the data and publish the results. It provided for agreement on time limits for initiation and completion of survey and recovery efforts. It required the secretary to coordinate, report on, consult with experts about, and distribute funds appropriated for those survey and recovery efforts. It provided that up to one percent of the total amount authorized to be appropriated for federal activities may be transferred to the secretary for implementation of the act, and provided funds for certain other costs. Compliance with the act presumes prior compliance with Section 106 of the National Historic Preservation Act of 1966 with regard to properties listed in or eligible for listing in the National Register of Historic Places.

Public Law 94-422, Sept. 28, 1976, amended Section 106 of the National Historic Preservation Act to apply to properties eligible for inclusion in the National Register. Additional funding was appropriated to carry out the provisions of the act; the organization of the Advisory Council on Historic Preservation was clarified, and its membership expanded. The council was established as a fully independent agency within the Executive Branch and authorized to promulgate such rules and regulations as it deems necessary to implement Section 106 of the act.

American Indian Religious Freedom Act, Aug. 11, 1978 (Public Law 95-341), set forth the policy of the United States to protect and preserve the inherent and constitutional right of the American Indian, Eskimo, Aleut, and Native Hawaiian people to believe, express, and exercise their traditional religions. The act called for a 12-month evaluation of procedures, programmatic objectives, and policies by all federal agencies as they affect the religious rights and the cultural integrity of Native Americans, consultations with Indian leaders is required.

Archeological Resources Protection Act of 1979 (Public Law 96-95; 93 Stat. 712; 16 USC 470), provided for the protection of archeological resources located on public lands and Indian lands; defined archeological resources to be any material remains of past human life or activities that are of archeological interest and at least 100 years old; encouraged cooperation among groups and individuals in possession of archeological information; established permit requirements for the excavation or removal of
archeological resources from public or Indian lands with special permit and disposition rules for the protection of archeological resources on Indian lands in light of the American Indian Religious Freedom Act; provided that information regarding the nature and location of archeological resources may remain confidential; and established civil and criminal penalties, including forfeiture of vehicles and equipment used, fines of up to $100,000, and imprisonment of up to five years for second violations, and for the unauthorized appropriation, alteration, exchange, or other handling of archeological resources, and authorized rewards for furnishing information about such unauthorized acts.

National Historic Preservation Act Amendments of 1980. (Public Law 96-515), continued the National Register of Historic Places but required public participation in the nomination process and prohibited listing of properties if the owner objects; established statutory authority for the State Historic Preservation Program; authorized the National Historic Landmark Program; required states to develop procedures for certifying qualified local governments to nominate sites directly to the National Register and to receive preservation funds directly; authorized federally guaranteed market-rate loans for preserving National Register properties; established statutory responsibility for managing federally owned historic properties; reduced the number of members on the Advisory Council on Historic Preservation; and required the council to report on the impact of federal tax laws on preservation and make legislative recommendations.