



NIC

*National  
Institute  
for the  
Conservation  
of Cultural  
Property*

# *Conservation Assessment Program*

## **1997 Grants**

Funded by  
Institute of Museum and Library Services  
1100 Pennsylvania Avenue, NW  
Washington, DC 20506

Administered by  
National Institute for the Conservation of Cultural Property  
3299 K Street, NW, Suite 602  
Washington, DC 20007-4415

# Face Sheet

1. Applicant Museum THE MARYLAND COMMISSION ON ARTISTIC PROPERTY

2. Museum's Mailing Address  
The Maryland State Archives, 350 Rowe Blvd.

3. City  
Annapolis

4. State  
M D

5. Zip Code  
21401

6. Museum Director  
Carol Borchert (Curator)

(Circle One)

Ms.

Mr.

Mrs.

Other (specify) \_\_\_\_\_

7. Business Phone of Museum Director  
410-974-3914

8. FAX Number of Museum  
410-974-3895

9. e-mail address of Museum Director  
carolb@mdarchives.state.md.us

10. Name of sponsoring institution/parent organization, if applicable (e.g., municipality, state, or university)  
The Maryland State Archives

11. Governing control of museum  
*select one of the following:* 2

1. Federal

2. State

3. Municipal

4. County

5. Private Nonprofit

6. Other (specify) \_\_\_\_\_

12. Museum's discipline  
*select one of the following:* 0 3

01. Aquarium

02. Arboretum

/Botanical Garden

03. Art

04. Children's/Youth

05. General\*

06. Historic House

/Site

07. History

08. Natural History

/Anthropology

09. Nature Center

10. Planetarium

11. Science/Technology

12. Zoo

13. Specialized\*\*

(specify discipline) \_\_\_\_\_

13. Is the museum college or university controlled? (Circle One)  Yes  No

14. Museum's attendance for the 12-month period prior to application. 250,000

15. Total number of hours the museum was open to the public for the 12-month period prior to application. 2,888  
c. 1790

16. Year the museum was first open and exhibiting objects to the general public. \_\_\_\_\_

17. Number of full-time paid museum staff. 1 19. Number of full-time unpaid museum staff. 0

18. Number of part-time paid museum staff. 2 20. Number of part-time unpaid museum staff. 1

\*See attached page for additional info

21. Museum's non-Federal operating income for the most recently completed fiscal year  
19 97 (year) \$ 95,554

22. Museum's non-Federal operating income for the second most recently completed fiscal year  
19 98 (year) \$ 98,153



**1. GENERAL INFORMATION**

1.1. Name of Institution THE MARYLAND COMMISSION ON ARTISTIC PROPERTY

1.2. Address The Maryland State Archives, 350 Rowe Blvd.

Annapolis, MD 21401

Closest metropolitan area Baltimore/Washington, D.C.

1.3. Contact (name, title and phone)

Carol Borchert, Curator (410-974-3914)

If different, person who is filling out this form (name, title and phone)

1.4. Attach the museum's mission statement or a description of the museum's purpose.  
(Please see attachment)

1.5. What goals does the institution have for this survey? (check all that apply, and elaborate if there are areas of special concern)

**Collections**

Develop a long-range preservation plan for collections

Improve collections care

**Building**

Improve the preservation of the building

Improve environmental conditions

**Staff Development**

Increase staff awareness of collections preservation concerns

**Other**

Use as a tool to obtain funding for collections care

Other: To prioritize conservation needs

Comments/special concerns: The most pressing need is to obtain an assessment of the present conditions in order to provide for planning.

1.6. Who owns the collections? The Taxpayers of Maryland/The State

1.6.1 What percentage of your holdings are owned by the institution? 100 %

1.7. Has the institution ever engaged a consultant to survey all or part of the collections?

yes  no

If yes, please elaborate briefly. Conservators have been hired to attend to particular paintings, but no conservation survey has ever been undertaken

1.8. Has the institution ever engaged a consultant to survey all or part of the building?

yes  no

If yes, please elaborate briefly. \_\_\_\_\_

**2. STAFFING**

2.1. (ATTACH a list of staff [including volunteers] with their titles)

(Please see attachment)

## **2.1 Staffing**

### **THE MARYLAND COMMISSION ON ARTISTIC PROPERTY DIRECTORY OF STAFF MEMBERS AND VOLUNTEERS**

The Maryland Commission on Artistic Property employs the following individuals:

1. One full-time paid Curator (Carol Borchert)
2. Two part-time art handlers on an hourly wage contract  
(Robert MacAdam, Wilder Stewart)

The following individuals maintain other positions within state government and The Peabody Institute, yet devote portions of their time to the administration of the Maryland Commission on Artistic Property:

1. Dr. Edward C. Papenfuse, State Archivist
2. Christopher Allan, Deputy State Archivist
3. Mimi Calver, Director of Exhibits and Outreach, Maryland State Archives
4. Richard Israel, Assistant Attorney General
5. Elizabeth Schaaf, Archivist and Curator, The Peabody Institute

The following individuals serve on the Commission on Artistic Property as a public service, and may be considered volunteers:

1. Matthew P. Lalumia, Chairman
2. Christopher Brownell, Director, The Academy of the Arts
3. Alan Fern, Director, The National Portrait Gallery
4. Dennis Fiori, Director, The Maryland Historical Society
5. Fred Lazarus IV, President, Maryland Institute College of Art
6. Sara Barker Hanan, Former Curator, Maryland Commission on Artistic Property
7. Michael D. Humphries, Curator, St. Mary's County Dept. of Recreation
8. Gerald W. Johnson, Dept. of Fine Arts, Univ. of Maryland Eastern Shore
9. Director, The Baltimore Museum of Art
10. Antonio Tobias Mendez, Sculptor
11. Robert Sirota, Director, The Peabody Institute
12. Gary Vikan, Director, The Walters Art Gallery
13. Jean Woods, Director, Washington County Museum of Fine Arts
14. Françoise Yohalem, Public Art Consultant

**TOTAL STAFF MEMBERS AND VOLUNTEERS: 22**