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INSIDE

Tech Talk: Environment monitoring. . 3
Emergency preparedness kit 7
SHPO workshops time & place. . . . 8

New Exhibit on the Millennium at Otter Tail County Historical Society

To help county residents and visitors get ready for the next millennium, the Otter Tail County Historical Society (OTCHS) has mounted a new exhibit, Reaching the Millennium A to Z. The exhibit uses the letters of the alphabet to illuminate key events and forces in the county's history since the beginning of the present millennium. By making comparisons between then and now, the exhibit traces the changes that have taken place, challenging visitors to think about what has caused the changes in the



Melissa Hermes, Education Coordinator for the Otter Tail County Historical Society, is shown holding an old lunch pail in the School and Transportation section of the Reaching the Millennium A to Z exhibit.

sections throughout the exhibit. The signs will state that there is an out-ofplace object in that section of the exhibit. These objects include an electric blanket in a Victorian bedroom, a Pepsi One can in the General Store section, and a plastic milk carton in the Barnyard section. When visitors find these objects, they might be moved to give some extra thought to the differences between that period and our own, and how people's lives were changed by such objects.

For more information, contact OTCHS at 218/736-6038.

lives of residents and landscapes of the county.

To pique visitors' curiosity, "What's Wrong

To pique visitors' curiosity, "What's Wrong with This Picture?" signs will be placed in front of various

Inviting Viewers' Ideas for Exhibit at Cottonwood County Historical Society

As part of its planning for a new permanent exhibit, the Cottonwood County Historical Society (CCHS) inserted a single-sheet questionnaire in its Winter 1999 newsletter to obtain suggestions from potential viewers. The exhibit will be on the history of the county, and will explore such topics as life before European settlement, the founding fathers, typical family life, institutions such as schools and hospitals, and other topics.

The questionnaire states, "We are interested in hearing from you as one of the first steps in planning this exhibit. We feel that many people have something to tell about their family or their own participation in a local club, event or tradition. Even if you may not think so, your story is an important piece of the puzzle that makes up the history of Cottonwood County."

The questions include requests for information about what the respondent learned after visiting the museum in the past, what were some favorite exhibits and artifacts, and what institutions the respondent believes are important to the history of the county. A checklist on the back side identifies 19 themes being considered, then asks the respondent to choose five and describe other themes not included on that list. Signing the questionnaire is made optional.

For further information, contact CCHS at 507/831-1134.



Minnesota Territory Sesquicentennial: MHS Book and Panel Discussion Program

On Territory Day in Minnesota, March 3, Making Minnesota Territory, 1849–1858, a special issue of the Minnesota Historical Society's quarterly journal, Minnesota History, was published as a book. Historians' articles discuss the ways the birth of Minnesota in 1849—in the midst of the national conflict over slavery—forever changed the lives of Minnesota's native and mixed-blood residents, and the roles played by promoters, publishers and politicians. Eight fictional "Day in the Life" essays are included, along with more than 75 historical daguerreotypes, paintings, photographs and artifacts. Cost of the 112-page, softcover book is \$15.95. For further information, call 651/296-7539 or e-mail at jeannie.richgels@mnhs.org; to order, call 651/297-3243 or 1-800-647-7827; fax

On Sunday, March 7, the Society will hold its first major program to celebrate the sesquicentennial of the territory: a panel of several scholars who contributed articles to Making Minnesota Territory, 1849-1858. Brian Horrigan, author of one of the essays in the book and curator of the forthcoming Minnesota Territory exhibition at the Minnesota History Center, will serve as moderator; members of the panel include Jane Lamm Carroll, Rhoda L. Gilman, Bruce M. White and Angela Cavender Wilson. They will discuss a wide range of topics, including, territorial politics, the Métis, territorial newspapers and the Dakota peoples.

The program begins at 2 p.m. in the Minnesota History Center's 3M Auditorium. Admission is free. For further information, call 651/296-6126 or TTY 651/282-6073. The program is made possible by the Charles A. Lindbergh Memorial Fund through the Charles A. Weyerhaeuser Memorial Foundation.



MHS Database for Historical Photographs: Update

The number of descriptions in the Minnesota Historical Society's (MHS) photograph database as this issue went to press is 80,000, of which 15,000 are accompanied by the corresponding digital image. The goal for June 30th is to have 100,000 records and more than 23,000 photos in the database.

These photographs are taken from the Society's collection of 250,000-plus photographs, not counting photographs in albums and collections. Subjects covered so far include Indians, family life, lumbering, mining, and sports and recreation, which are the most popular subject categories. Subjects soon to be covered include the arts, commerce (store interiors) and labor. Anyone visiting the Society's web site at www.mnhs.org can search on a county name and learn which photographs have been cataloged for that county. The database project is supported in part with funds from the Onan Foundation.

Shipwrecks and Sunken Cities: Archaeology Under Water

A series of illustrated lectures at the Science Museum of Minnesota in March and April will discuss fascinating examples of how archaeology is conducted underwater. Admission to each lecture is \$8; members of the Science Museum of Minnesota members and of the Archaeological Institute of America are admitted free. To reserve tickets, call 651/221-4511.

- Shipwrecks from the Great Lakes. Pat Labadie, Director of the Corps of Engineers' Canal Park Museum in Duluth. Wednesday, March 10, 7 p.m.
- Diving for Chinese Porcelain in the Red Sea. Cheryl Ward, Assistant Professor of Nautical Archaeology at Texas A&M University. Wednesday, *March* 24, 7 p.m.
- Earthquakes and Sunken Harbors: Kenchreai, Greece. Richard Rothaus, Director of the Archaeological Computing Laboratory and Professor of History at St. Cloud State University. Wednesday, April 7, 7 p.m.
- Excavating Viking Longships. John Hale, lecturer in archaeology for the Anthropology Department at the University of Louisville. Wednesday, April 21, 7 p.m.



TECH TALK Museum Environments



MHS photo by Eric Mortenson

GETTING A HANDLE ON THE MUSEUM ENVIRONMENT

Beth Doyle, Preservation Outreach Intern, Minnesota Historical Society with Bob Herskovitz, Chief Conservator, Minnesota Historical Society

Fabrics eaten by moths; photographs faded beyond recognition; ancient pottery turning to dust. These are disasters in museums, libraries and other cultural institutions, and preventing them is part of the daily routine for curators and directors. One of their tools is the ability to control environmental conditions, which can effectively slow the deterioration rate of historic artifacts and documents, and allow continued access and use for years to come. Regular monitoring of conditions is an essential component of environmental control.

Environmental monitoring generally includes three parts: temperature and relative humidity; light exposure; and biological activity. Equipment for environmental monitoring is available from the outreach program of the Minnesota Historical Society's conservation department: The Environmental Test Kit and the Electronic Data Logger can be borrowed by cultural institutions free of charge. (See pages 5 and 6 for details.) Like proper handling, storage and display techniques, these tools will help significantly prolong the life of collection material

106.0 100.0 106.0

environment that remains fairly stable at a "poor"

especially if strict environmental control cannot be

Exposure to light, too, can cause significant

deterioration. We are all familiar with faded old

photographs and quilts that have lost their color.

Exposing collections to light, both in its ultraviolet

(UV) and visible range, can cause major damage to

collections, sometimes even if they are exposed for

becoming brittle. Sources of light exposure include

windows, skylights, fluorescent lights and exhibit

of fading, yellowing or other shifts in colors, or

short periods of time. This damage can take the form

humidity or temperature set-point. It is most

beneficial to minimize the fluctuations of RH.

maintained. (See Figure 1, above.)

Because most museum and archival materials are

atmosphere, they expand and contract as the humidity

in the air fluctuates. This dimensional shifting causes stress to the object and can particularly affect already

deteriorated sewing in a book. Some studies suggest that the fluctuation between high and low temperatures

and RH can do more damage to materials than an

hygroscopic, i.e., they absorb moisture from the

weakened areas such as cracks in furniture or

material.

The importance of environmental control

It is generally recommended that institutions maintain a temperature of 65-70 degrees Fahrenheit and 35-50 percent relative humidity (RH) to slow the deterioration of a wide variety of objects. The temperature in storage areas should be kept at the lower end of this recommended range while the upper range will be more practical for areas where people are using or working with collections. This strict environmental control can be difficult to maintain, so it is important to know why these guidelines exist.

Poor environmental conditions can lead to various kinds of damage to collections. High heat, humidity and airborne pollutants accelerate the

Minnesota History Interpreter • March 1999

lighting that is too strong or improperly positioned.

In addition to UV and visible light, infrared (IR) light is a threat because IR is *heat*, and heat contributes to the deterioration of collections.

Scientific theory holds that for every 18 degrees Fahrenheit (10 Celsius) increase in temperature, the rate of chemical reaction (such as fading or becoming

Editor's note:

TECH TALK is a bimonthly column offering technical assistance on management, preservation and conservation matters that affect historical societies and museums of all sizes and interests. Comments and suggestions for future topics are welcome.

chemical deterioration of materials. These reactions can cause paper to become brittle, photographs to fade, wooden objects to dry and crack, and textiles to deteriorate rapidly.



Figure 1, right. Print-outs of data logger charts. One chart shows the desired, ideal steady lines for temperature and RH in a space with state of the art controls. The second chart shows how temperature and RH fluctuate wildly in a different space which lacks effective controls.

HISTORICAL SOCIETY

TECH TALK • Museum Environments

Continued from p. 3

brittle) doubles. Awareness and control of heat from all sources including exhibit lighting is an important aspect of an environmental monitoring program.

Warm, moist environments are particularly conducive to promoting biological attack. Mold

> spores, which are present in all environments, begin to grow in humidity levels from 60-70 percent (some species have been found to begin growth at RH levels as low as 45 percent).

Insects also prefer warm, wet spaces. Common among museums and libraries are such species as the carpet beetle, silverfish, cockroach,

powderpost beetle and clothes moth. Mold, insects and pests such as rodents and birds are capable of inflicting a large amount of damage in a short time period. Without vigilance, whole collections may be seriously damaged or even lost to their attack.



Figure 2, above. Environmental Test Kit. The kit includes instruments for measuring visible and UV light, a psychrometer for measuring RH, several inexpensive monitoring tools (see figure 3),

and a manual.

Figure 3, right. Monitoring tools that institutions keep each time they borrow the Environmental Test Kit: blue wool card, humidity indicator card, pH pen, "sticky" trap, and kit manual.

What can you do?

The first step a curator or director can take to control the environment is to set the parameters for the environmental control system at levels that can be consistently maintained. Economics, existing air handling equipment, the needs of the collection and

the building itself are all factors in deciding the set points for environmental controls. The goal is to have the temperature and RH as low as possible, while eliminating fluctuations in the readings.

The second step is to take time to look around each area in the institution and determine what action can be taken immediately to eliminate trouble areas. Keep external windows and doors closed and seal any cracks in window sills, panes and door frames to prevent

outdoor air from entering the building. Open windows bring unconditioned air into the building, causing stress and additional load on the environmental control equipment. Unnecessary openings can also allow airborne pollutants, insects and rodents to enter the building. Protect collections from heat sources such as radiators and vents, either by moving material away from these elements, or by deflecting the air-flow away from collection material.

Eliminate over-exposure to light by keeping blinds and curtains closed in collection areas. Turn off the overhead lights or keep them dimmed in low activity areas, especially storage areas. Light sources in display cases should be properly sized and arranged to reduce damage. Guidelines for proper light levels are readily available from a variety of sources, including the Society's Conservation Outreach Program.

Step three is to monitor for insects and other pests. A common and inexpensive technique is to use sticky traps or "blunder traps," which are available from many hardware stores or pest control businesses. These traps are usually tent-shaped and have one surface coated with a sticky glue. When pests "blunder" into them they get stuck and cannot escape. It is also helpful to collect samples of different insects and pests. This aids in the identification of the insects, which yields their life cycles, breeding habits, nesting habits, and food sources. With this information in hand, the pests can often be eliminated without resorting to extreme "chemical warfare."

What's been done

A crucial step in controlling the environment is to monitor exhibit, storage and other collection areas. Monitoring the environment does not necessarily mean buying expensive equipment, but it does require diligence and commitment (qualities that curators and directors already have).

The Kanabec County Historical Society (KCHS) is a regular user of the Environmental Test Kit. Twice a year for approximately five years, KCHS Registrar Jan Franz has used the kit to monitor the environment of the building. Although KCHS has some monitoring equipment of its own, Ms. Franz uses the kit to keep track of general conditions in the facility, to check that the environmental controls are working properly, and to use equipment that they do not own. "We have to be in the ball park

with our RH and temperature," she said, "it's a good way to check that we are."

Franz also explained the benefits of using the light meters in the kit to determine light levels and redirect lighting in the exhibit area. "It's been a real eye opener to me that the light can be that harmful." She stated that recent meter readings were specifically helpful in determining the lighting of an exhibit of large plat maps.



HISTORICAL SOCIETY

TECH TALK • Museum Environments



Continued from p. 4

For the Clay County Historical Society (CCHS), a

second-time borrower, timing of the test kit couldn't have been better. The test kit was ordered mainly for the use of the UV meter, according to CCHS Archivist Mark Peihl. New exhibit lighting was being considered, and Mr. Peihl wanted to test the lights. "We tested lamps that were possible candidates for exhibit

areas. We wanted to find out if we could filter them and how effective the filters were," he said.

On July 19, 1998, a pipe burst, flooding parts of the archives. "We were in the process of changing exhibits and it [the test kit] was here when we had the water break," said Peihl. Using their own equipment and tools from the

environmental kit, he continually monitored the RH levels in the archives during the recovery effort. A professional cleaning company also monitored the environment to ensure the humidity levels were under control. (See also articles in the September and November 1998 issues of *The Interpreter*.)

The staff of the Scott County Historical Society (SCHS) used the electronic data logger that they borrowed to good advantage. They documented the temperature and humidity in their building and made the data available to the engineer and conservator who consulted with them about improving the environmental conditions in their building. This information, along with other information gathered by the consultant, was used to formulate recommendations that were incorporated into a successful IMLS grant application.

The grant provided funds to modify the heating system to improve humidity control, and also for the purchase of several data loggers so that they can monitor conditions precisely without having to borrow equipment. Corrine Wegener, SCHS curator of collections, said that it is "critical to have access to loan equipment for institutions lacking the budget to buy expensive instruments."

Figure 4, above. Data loggers in place in a museum exhibit. The data logger can be placed unobtrusively (lower photo) or more prominently (top photo) and labeled to educate the public about the monitoring that you are doing. Data loggers in public areas should be secured to

prevent theft

and the loss of

the instrument and its data.

Testing the environment

Inexpensive instruments can give the rough idea of the temperature and humidity that is needed to be aware of environmental trends. A variety of thermometers and hygrometers (for measuring RH) are available and can range in price from \$5 to \$150 or more. These can be found at local hardware or electronics stores, or can be ordered through suppliers of preservation materials. Precision instruments and instruments that keep records of the readings (either on paper or in electronic form) are more expensive.

Humidity indicator cards can be obtained readily through commercial library suppliers or photographic preservation supply companies. These inexpensive cards, with small patches of moisture sensitive material, change color from blue to pink when exposed to humid conditions. (A list of suppliers is available from the Society's Conservation Outreach Program; see p. 6 for contact information.)

Lighting can be easily monitored or measured using simple-to-use blue wool cards or light meters. Available at library or preservation supply companies, blue wool cards use specially dyed fabrics that are sensitive to light, and can indicate whether display lighting or the room lights are causing damage to your collections.

Light meters will give a more accurate reading of the amount of visible and UV light in a room or display case. However, these instruments can be expensive, and organizations may not need to own one. Fortunately, organizations in Minnesota can borrow light meters (see below) to help them with their environmental monitoring and control program.

These tools can give a curator an idea of what conditions in the institution are like at a specific point in time. If consistently recorded, a general pattern of the environmental conditions in the building can be established and used to make improvements.

Equipment available for loan

For more accurate and recorded monitoring, the Society's conservation department has two kits available to Minnesota cultural institutions. Both the Environmental Test Kit and Electronic Data Logger are free upon request and contain precision monitoring equipment and detailed, easy-to-follow instructions. (See Figures 2 and 4.)

Environmental Test Kit

The Environmental Test Kit is available, free, to cultural institutions in Minnesota. (See Figure 3.) These kits come complete with almost everything you need to test the environment in your institution. Each kit includes:

MINNESOTA HISTORICAL SOCUETRY

TECH TALK • Museum Environments



Continued from p. 5

- detailed instruction manual and sample forms for recording data;
- two light meters (for visible and UV testing);
- blue wool card for monitoring light levels;
- battery-operated psychrometer for testing humidity levels;
- RH indicator card for testing humidity levels;
- pH pen for testing acid content of housing materials;
- sticky trap for monitoring insects and other pests;
- copy of *The Museum Environment* (Second ed.), by Gary Thomson.

These instruments can help determine baseline temperature, humidity and light levels. **You keep**

the manual, pH pen, RH indicator card, the sticky trap, and the blue wool card, so that even after the return of the instruments, you can continue to monitor your institution's

environment. Loan period: one week.

Electronic Data Logger

Electronic data loggers monitor and record temperature and relative humidity. (See Figure 4.) These data can be used to identify and trouble shoot environmental problems, or verify that your environmental controls are working properly. The data logger may be used in one or more locations depending on your needs and situation.

Upon return of the data logger, an MHS conservator will download, analyze and print your data, and send you a copy of the printout and

a written report about your institution's environmental conditions. Loan period: three weeks.

• The Environmental Test Kit and Data Logger are free upon request.

• Easy-to-use manuals provide step-by-step instructions.

- Minnesota Historical Society conservation staff is available to answer any questions you may have.
- Your only expense is the return shipping at the end of the loan period.
- To request a kit or for more information, call or e-mail the Minnesota Historical Society Conservation
 Outreach Program. Phone:
 651/297-1867 or 1-800-657-3773; e-mail:
 conservationhelp@mnhs.org

Beth Doyle was an Outreach Intern in the MHS conservation department in 1998. Support for the internship was provided by the Land O'Lakes Foundation. She is currently an intern at the Harvard College Library Collections Conservation Laboratory, as part of her graduate studies at the University of Texas at Austin. She expects to receive a Master of Library and Information Sciences degree in 1999.

Bob Herskovitz, Chief Conservator in the MHS conservation department, has directed the Society's conservation program since 1987. Prior to that he was the conservator for the Arizona Historical Society, Tucson. He served his conservation internship at the Central Research Lab for Objects of Art and Science, Amsterdam, Holland.

Summary

A good environment can slow deterioration and prohibit biological attack; proper environmental control is a useful tool in the fight against time. The life of collection materials can be prolonged if temperature and RH can be maintained in safe ranges. In particular, fluctuations in temperature and RH should be avoided. Proper lighting is also important in protecting collection materials from irreversible damage; control of lighting can yield enormous benefits for the institution, with a very modest outlay of resources.

A program for monitoring the environment in exhibit, storage and other collection areas is an important tool for curators or directors in their efforts to prolong the life of their collections. Such a monitoring program should include consistent and diligent recordings, and using proper equipment that is available, for instance, in the test kits to help provided through the MHS conservation department. The kits come with detailed instructions and are easy to use. Contact the conservation department for further information at 651/297-1867 or email at conservationhelp@mnhs.org.

Further Readings

Appelbaum, Barbara, *A Guide to Environmental Protection of Collections*, Madison, Wis.: Sound View Press, 1991. (Available for loan from the MHS Conservation Outreach Program.)

Chicora Foundation, Inc., *Managing The Museum Environment*, Columbia, S.C.: 1994. (Also available at

palimpsest.stanford.edu/byorg/chicora/chicenv.html.)

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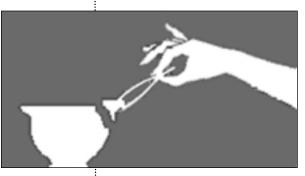
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Emergency Preparedness Kit: The A.R.K.

The A.R.K. (for A Recovery Kit) has been developed in response to the need for a readily accessible way to coordinate an organization's resources in the wake of a natural disaster. Following the fire that ruined the Hubert H. Humphrey Museum in Waverly in 1997, Maureen Galvin, curator of the Wright County Historical Society, asked Helen Alten, objects conservator of the Northern States Conservation Center (NSCC) in St. Paul, to develop a system museums could use to retain control of recovery efforts. Such a need had been discussed for some time by the Minnesota Alliance of Local History Museums.



Adapting ideas used in the incident command system by emergency personnel throughout the country, Alten developed the A.R.K. with assistance from Claudia Nicholson,

museum collections curator at the Minnesota Historical Society, Irene Bender, director of the Hubert H. Humphrey Museum, Tim Huber, reporter at the St. Paul Pioneer Press, Betty Dircks, archivist/ office manager at Wright County Historical Society, and Maureen Galvin. She has demonstrated it at three workshops since its creation. Introduced at the Alliance's annual meeting at Kanabec County Historical Society in Mora in 1997, the A.R.K. was subsequently field-tested at a disaster recovery workshop at the Gilcrease Museum in Tulsa, Okla., and at a disaster recovery workshop for the Alliance in 1998 at Yellow Medicine County Historical Society in Granite Falls, Minn.

The A.R.K. is compact, comprehensive and durable. Bright yellow sheets are encased in heavy laminated plastic, which are then enclosed in a plastic folder with a snap-on cover. Thesheets, 8 1/2 inches by 11 inches, name the types of officers that are needed to control disasters and lists the duties of each. The officers named in A.R.K. are: incident commander, operations officer, logistics officer, finance officer, security and registration officer, and media officer. On the back of each position description is a list of supplies and services—with room for phone numbers—and other information that the person in each position needs to do his or her job.

Five additional laminated yellow sheets, 11 inches by 17 inches, provide large-lettered checklists and flow charts for handling archival and non-archival materials and for sorting damaged items. The plastic folder also contains name tags, a marker pen and recovery priority cards. If the kits are to be as useful as they are intended to be, an organization should provide kits for at least three staff members to carry in their cars. (It would do no good for a kit to be in a desk inside the museum if disaster strikes.)

Another preparedness tool offered by the NSCC is a three-ring binder containing Steal This Handbook, a comprehensive collection of information for responding to just about every kind of disaster that can affect museums. It is written by the Southeastern Registrars' Committee of the American Association of Museums. NSCC purchases the text prior to binding, punches holes in the pages, and prints it in a 2-inch binder. Additional information is easily slipped into the binder.

NSCC also offers an array of conservation and collections care materials and equipment: vacuum cleaners and accessories, numbering and display supplies, and a quarterly newsletter, The Collections Caretaker. The A.R.K. costs \$30/copy, each copy of Steal This Handbook costs \$25 and an annual subscription to the newsletter costs \$15. To order any of these items or to request a full price list, contact NSCC at 612/378-9379; fax 651/644-0633; e-mail altenhuber@wavetech.net.

Above: The logo of the Northern States Conservation Center. (Computerized enlargement causes the rough edges in this representation.)

Two Corrections from the February Interpreter

- 1. Archaeology Week: The correct e-mail address of Bruce Koenen, Office of the State Archaeologist, is bruce.koenen@state.mn.us.
- 2. The caption for the photograph on p. 1 should have read: "Carlton residents dance in the street during the celebration of the 100th anniversary of Minnesota's admission as a territory. The photo was taken for the Aug. 11, 1949, edition of the Carlton County Vidette."



Workshop Times and Places March 13 & 18

Community Planning Workshop for the Proposed Sogn Valley Historic District, Saturday, March 13

The workshop will be from 9 a.m. to 2 p.m. at St. Michael's Parish Hall, 108 Bullis Street in Kenyon. Admission is free, but if you plan to attend, please confirm your attendance by contacting Kelly Gragg-Johnson at 651/296-5462, or at kelly.graggjohnson@mnhs.org, by March 8.

Free Public Meeting on Historic Preservation, Thursday, March 18

The meeting will be held in the Lorin Cray House (YWCA), 603 So. 2nd St., Mankato. (This is right next door to the Hubbard House, which was announced as the location of the meeting in the flyer in the February issue of *The Interpreter*.) The meeting will begin with refreshments at 6 p.m.

Two Museum Conferences, Regional and National

The American Association of Museums (AAM) will hold its 94th annual meeting and museum expo in Cleveland, April 25-29, with the theme of "Reinventing the Museum: Relevance and Renewal." Registrations received by April 2 cost \$320; after that date the cost if \$360. The conference program and registration forms can be found on the AAM web site, www.aam-us.org, or call 202/289-9113.

The theme of the 1999 annual conference of the Association of Midwest Museums (formerly MMC, for Midwest Museums Conference) is "Adaptation or Extinction: Changing the Way We Work in a Changing World." The conference will be held in Indianapolis, October 12-16. For further information, contact Paul Richard, program chair, Children's Museum of Indianapolis, at 317/924-5431, or by e-mail at paulkr@childrensmuseum.org.



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Readers are invited to submit information for publication. To be considered, items must reach the editor by the 18th of the month, two months before publication (example: the deadline for the October issue is August 18). Send to: Interpreter Editor, Minnesota Historical Society, 345 Kellogg Blvd. W., St. Paul, MN 55102-1906; 651/296-8196 or iim.smith@mnhs.org.

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