

## PROFESSIONAL EXPERIENCE OVERVIEW

Over 20 years of experience providing all aspects of registrarial and collections management services for private collections, museums, libraries and archives including collections of fine and decorative arts, special collections, and rare and antiquarian books. Experience encompasses a full range of registrarial functions from acquisitions to deaccessions; inventory to art handling; object housing to courier trips; permanent collections to loans management; working as part of a team and independently.

For 10 years I worked at the Smithsonian Institution, Cooper-Hewitt National Design Museum managing the permanent collection of 250,000+ objects across a wide range of disciplines. Key roles included acquisitions, deaccessions; records management, cataloging, collections information system administration; and insurance and risk management.

For the past 14+ years I have single-handily managed, as the registrar and collections curator, a large Private Collection of 1300+ objects and 600+ rare and rare and antiquarian books in multiple locations. The majority of the collection is comprised of late 19<sup>th</sup> and early 20<sup>th</sup> c. vintage prints, drawings, and photographs. The collection also holds late 19<sup>th</sup> c. and 20<sup>th</sup> c. paintings, mixed-media works, sculpture, Native American pottery and contemporary ceramics. I am responsible for complete management and care of the collection, including cataloguing, physical care, database management, risk management, loans and exhibitions.

Consulting projects have included data conversions into new CIS for museums; creating data standards and data dictionaries; loans management; archive arrangement for artist papers.

Extensive use of TMS [The Museum System by Gallery Systems]. Additional CIS work with PastPerfect, ArtSystems GalleryPro, and in-house systems.

Formal education includes a MA in Art History, a MLIS in Library and Information Science, a Certificate of Advanced Study in Archives and Records Management, and a Certificate in Appraisal of Fine and Decorative Art. Additional coursework and hands-on workshops completed in the care of works on paper, hand-bookbinding, enclosure construction, and other collections management and care areas and best practices.

## PROFESSIONAL EXPERIENCE

### Employment

**A Private Collection**, New York, NY/Wainscott, NY/Santa Fe, NM June 2005 - Present  
*Registrar and Collections Curator*

**Smithsonian Institution, Cooper-Hewitt, National Design Museum, NY** September 1992 - June 2003  
*Associate Registrar* November 1998 - June 2003  
*Assistant Registrar*, Office of the Registrar September 1996 - November 1998  
*Assistant to the Registrar*, Office of the Registrar May 1995 - September 1996  
*Secretary*, Office of the Director December 1993 - April 1995  
*Volunteer*, Visitor Information September 1992 - December 1993

### Consulting Clients and Projects

**Rubin Museum of Art**, New York, NY April 2018 – January 2019  
*Contract Registrar*, Collections Information System Implementation and Data Standards Project

**Eldorado**, New York, NY August 2016  
*Archivist-Registrar Consultant, Pro-bono*

**Harry Kramer, Artist Project**, Lakeville, CT June - August 2012  
*Registrar Consultant*

**John Wesley, Artist Archive**, Brooklyn, NY January 2012 – April 2012, November 2014  
*Archivist Consultant*

**American Folk Art Museum**, New York, NY March 2008 - May 2008, on call to 2009  
*Consultant*, Collections Information System Implementation and Data Standards Project

**Consulting Clients and Projects** *continued***Whitney Museum of American Art**, New York, NY**Contract Registrar**, Exhibition Incoming Loans, NYC Private Collections

"Gordon Matta-Clark"

February 2007

"Picasso and American Art"

September 2006

"Oscar Bluemner: A Passion for Color"

August 2005

"Cotton Puffs, Q-tips, Smoke and Mirrors: The Drawings of Ed Ruscha"

May and June 2004

"Unrepentant Ego: The Self-Portraits of Lucas Samaras"

October 2003

**Gallery Systems**, New York, NY**Consultant**, The Museum System (TMS)

September 2003 - 2007

**Brooklyn Historical Society**, Brooklyn, NY**Reference Librarian**, Othmer Library

August 2005 - August 2006

**The Skyscraper Museum**, New York, NY**Registrar-Archivist Consultant**

November 2003 - March 2005

**Smithsonian Institution Libraries, Cooper-Hewitt, National Design Museum Branch**, New York, NY**Archives Intern**

January 2004 - November 2004

**EDUCATION****Certificate in Appraisal Studies of Fine and Decorative Arts**

awarded 2017

New York University, School of Professional Studies, New York, NY

**Master of Library Science: Library and Information Science** (ALA-Accredited)

awarded January 2005

Concentration: Rare Books and Special Collections

Long Island University, Palmer School of Library &amp; Information Science, Long Island and New York, NY

**Certificate of Advanced Study: Archives and Records Management**

awarded January 2005

Long Island University, Palmer School of Library &amp; Information Science, Long Island and New York, NY

**Master of Arts: Art History**

awarded January 1999

Hunter College, City University of New York, New York, NY

Thesis: "Henry Chapman Mercer's Fonthill: Arts and Crafts Architecture in Concrete"

**Master of Arts: Decorative Arts/Folk Art Studies**

19 credits completed

New York University, New York, NY

1993-1994

**PROFESSIONAL CERTIFICATION AND COMPLIANCE****New York State Public Librarian's Professional Certification**

awarded January 2005

New York State Department of Education, Albany, NY

**Uniform Standards of Professional Appraisal Practice (USPAP)**

compliant through November 19, 2018

Appraisers Association of America, New York, NY

**PUBLICATIONS**

Contributor and Editor, RC MAAM Information Bulletin, Registrars Committee, MAAM

Feb. 2000 - October 2002

Contributor, Mid-Atlantic Region, The Condition Report, Registrars Committee, American Association of Museum

2000 - 2002

Author, "Off site Storage Facility Selection: Common Sense Considerations," Registrars' Quarterly,

1999

Registrars Committee Western Region American Association of Museums, Summer 1999.

Research Assistant, William C. Ketchum, Jr., Museum of American Folk Art, New York

September 1993 - May 1994

American Cabinetmakers: Marked American Furniture, 1640 1940, W.C.Ketchum, Jr., Crown Pub., 1995.**SELECTED CURRENT PROFESSIONAL AFFILIATIONS**American Alliance of Museums (AAM) [fka American Association of Museums], *Member*

1998 - Present

Collections Stewardship Committee, American Alliance of Museums (CSAAM) [fka RCAAM]

1998 - Present

*Member*

1998 - Present

*Regional Representative*, Mid-Atlantic Region

2000 - 2002

ARCS (Association of Registrars and Collections Specialists), *Member*

January 2013 - Present