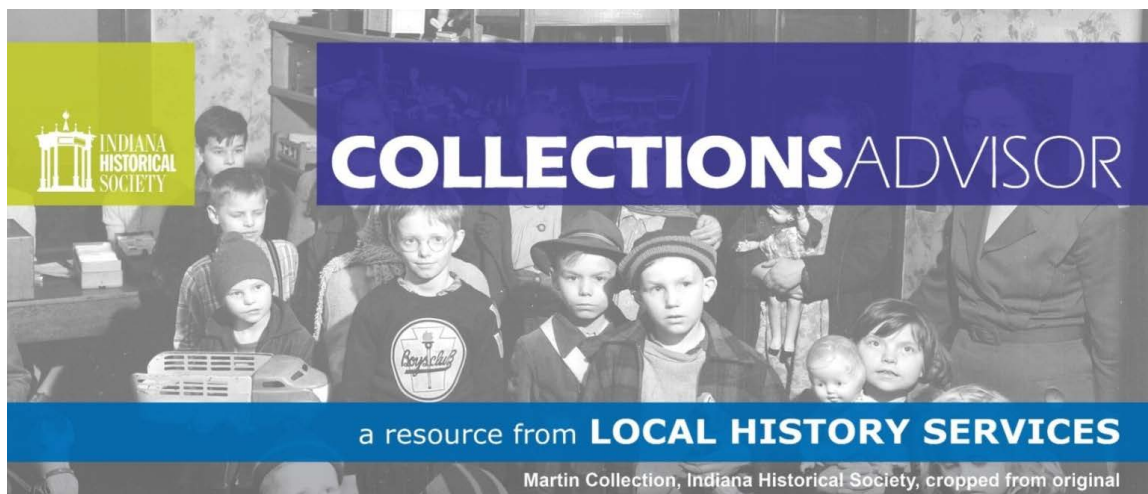




Connecting to Collections project.



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Fundraising for Collections Care

By Elizabeth Garza, curator, [Marshall County Historical Society](#)

Donors are often unaware of the work and costs involved with caring for the objects that they donate. By sharing this information with donors, the Marshall County Historical Society raises awareness of the need for collections care and begins to build key fundraising relationships. Elizabeth Garza, curator at the Marshall County Historical Society, developed the following letter to share with people who donate objects for the museum's collection. The letter that follows can be easily adapted to the needs of any collecting local history organization.

How You Can Become a Steward of Our Past

What happens to your donation after you leave it at the museum? There are many steps involved in caring for and documenting just one artifact. After I record all donations and carefully store them, our archivist records all information using our PastPerfect database. Since 1958 we have accumulated over 100,000 artifacts. Only a small fraction of our artifacts are on display while the rest are carefully maintained in our storage areas.

These are just some of our preservation practices:

- **Temperature and Humidity:** Providing a properly controlled and stable environment.
- **Air Pollutants:** Good housekeeping and clean filters for air and furnace.
- **Pests:** Regular monitoring to prevent infestations.
- **Storage:** Using chemically stable materials such as acid free tissue, boxes, bags, sleeves, folders, etc. For instance, one archival box costs approximately \$25 and our yearly conservation budget is \$5,000.
- **Cabinets and Shelving:** We accommodate our



After accepting a donation to your collection, what can you do to raise awareness of the costs associated with collections care?

donations by making the most of our space.

- **Staff and Volunteers:** To care for artifacts properly, many individuals spend numerous hours to maintain our collection.

When all of these steps are multiplied by thousands of artifacts, it is easier to understand why collection management can cost the museum so much time and money. Please consider contributing to our conservation fund. Your donation will help contribute to long-term maintenance of artifacts entrusted to the Marshall County Historical Society's care. Together we can build the future by preserving our past. We truly can't thank you enough for helping us with our mission to collect, preserve and interpret the history of Marshall County.

Sincerely,

Elizabeth Garza
Curator

Resources

- [Capitalize on Collections Care](#)
- [Connecting to Collections: Increasing support for collections care](#)
- [Stewardship: Collections and Historic Preservation. book #6 in the Small Museum Toolkit. edited by Cinnamon Catlin-Legutko and Stacy Klingler. available in the Lending Resource Center of the Indiana Historical Society](#)



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