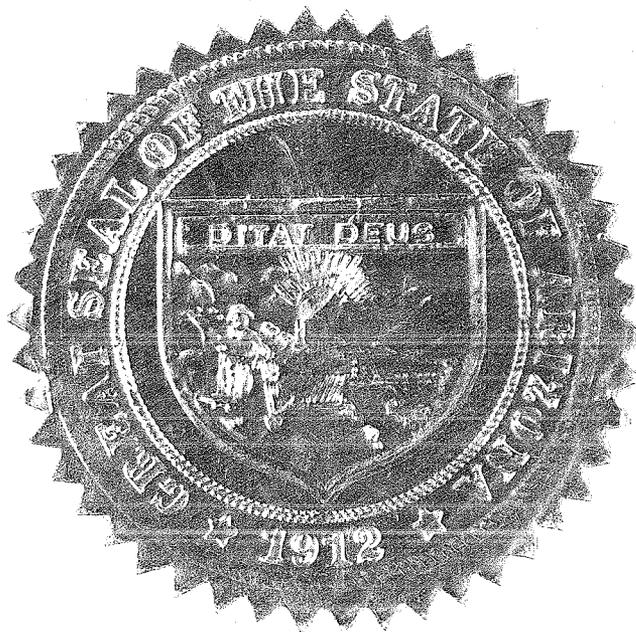


ARIZONA STATE CAPITOL MUSEUM

ANNUAL REPORT 1981 - 1982



1700 WEST WASHINGTON STREET
PHOENIX, ARIZONA 85007
(602) 255 - 4675

ARIZONA STATE CAPITOL MUSEUM

PURPOSE

The Arizona State Capitol Museum is a division of the Arizona Department of Library, Archives and Public Records. The museum is to serve as a center for interpretation and exhibition of Arizona Governmental History; past, present, and future. The museum achieves its goals to entertain and educate the visitors of Arizona's Capitol through a variety of activities including: exhibition of the restored 1898 Territorial Capitol and exhibits inside the restored structure; guided tours of both the museum and the legislative and executive working offices; publication of brochures and state government fact sheets.

BRIEF HISTORY

After alternating between Prescott and Tucson, the Arizona Territorial Capitol was moved to Phoenix in 1889. On land donated by Phoenix businessmen, construction for a permanent home for Arizona's Territorial government began in 1898. This structure, built out west of town, became the Arizona State Capitol in 1912 when President Taft signed the enabling legislation allowing statehood. Today the original structure stands restored in the heart of the State Capitol complex and serves as the State Capitol Museum.

As Arizona population grew, the size of the government required to manage the state increased proportionally. By 1919 the original state house had become too small and an addition was added. In 1938 another addition followed. Meanwhile, other state agencies began to move out of the Capitol and get their own buildings. By 1960 the Senate and House of Representatives were forced to move to new, larger quarters. In 1974 the executive branch of government moved also, emptying the old capitol building entirely.

It was determined in 1974 that the best use of the original Capitol building would be to serve as a museum to Arizona government. With that goal, the restoration process began. During the three phases of restoration, the building has been returned to a look of the 1900 to 1912 era.

ARIZONA STATE LIBRARY
ARCHIVES & PUBLIC RECORDS

FEB 17 2005

STATE DOCUMENTS

MUSEUM ADMINISTRATION AND STAFF

The Museum is a Division of the Arizona Department of Library, Archives and Public Records. The agency is under the Legislative branch of government and is administered by a four member Board composed of members of the Legislature, two from the Senate and two from the House of Representatives..

LIBRARY BOARD

Frank Kelley, Speaker of the House, Chairman

Leo Corbett, President of the Senate

John Pritzlaff, Senator

E.C. Polly Rosenbaum, Representative

LIBRARY ADMINISTRATION

Sharon G. Womack, Director

Arlene Bansal, Deputy Director

MUSEUM STAFF

Greg Robbins, Museum Curator

Mary Ann McClennen, Curatorial Aide

P.J. Schoen, Tour Guide Coordinator

Robert Renning, Curatorial Assistant

Gina Laurin, Tour Guide

1981/1982 MUSEUM BUDGET

Personal Services	\$34,900
Employee Related	7,500
Professional Services	1,316
Travel In State	1,000
Travel Out of State	-0-
Equipment	-0-
Shelving	-0-
Acquisitions	500
Museum Furnishings	-0-
Microfilm	-0-
Grants in Aid	-0-
Other Operating Expense	<u>10,700</u>
	Total \$55,916

Special funds: Museum Furnishings \$132,425

MUSEUM CURATOR'S REPORT

The 1981-1982 Fiscal Year was more than half over before I joined the museum staff. The Museum Curator position was vacant prior to the start of the fiscal year and was not filled until February 15, 1982. My hiring made me the second person to serve in the position having been preceded by James Chase who served from 1978 to 1981.

During the 1981-1982 fiscal year the work of restoring the museum was nearing completion of the third phase of the restoration process. While most of the major work had been completed before my hiring, there were still a considerable number of smaller details that needed to be cleared up. At the time this report is being written, the State has not yet accepted the building as being complete.

Because the restoration process is not completed, expansion of the museum's exhibits and interpretative programs has been hampered. While the contractor is still engaged in work, (before all work has been approved and accepted by the State) portions of the building are off limit for museum staff, visitors, and are not available for the installation of exhibits. This is the phase of the restoration work where all systems and mechanisms are checked and adjusted to function properly. The resulting activity is one of working the "bugs" out of the systems.

Another interesting development arose in connection with the structure of the building. There were two attacks of termites in the Tour Guide's office area during the spring. The pest control agency under contract with the Capitol was called out to treat the problem. After their second visit, there have been no problems; however, both Len Jackson and museum staff are keeping a watchful eye open to any future trouble.

Museum personnel has been another testy item that has consumed a great deal of my time. There has apparently been a problem with museum personnel in the past, some of which is quite deeply rooted. The staff is composed of people who are convinced they cannot work together. Attitude seems to be one of the major problems to overcome. Combining the past problems with the arrival of a new Museum Curator with different ideas, approaches and a bit of naivete, and bang, the results have been interesting and educational to say the least.

I can only assess the museum year from a vantage point of six months. But during that period there have been numerous improvements. Most notable would be the beginning of a museum artifact cataloging program recording and documenting the artifacts in the collection. Another area where I feel there has been improvement is in the tour operations. Firm policies have been established and the guide staff has a greater understanding of what is expected from them. Combined with our improved service to museum visitors and increases in knowledge about the Capitol and Arizona government gained through research, the museum is developing new outreach programs. The outreach program, being planning and implemented through the Tour Guides office, is designed to take information about the State Capitol Museum to those schools unable to come to Phoenix on field trips.

The museum's collections have grown during the year. Several fine pieces of antique office furniture have been acquired. The prison at Florence also manufactured desks for the Senate and House of Representatives exhibits. These replicas have been modeled from one of the nine original legislative desks in the museum's possession. Other gifts range from photographs to books and a rather nice gift of items belonging to her father-in-law from Mrs. George U. Young, Jr. George Young Senior was the last Territorial Secretary of Arizona and the Republican candidate who unsuccessfully ran against George W. P. Hunt in the state's first gubernatorial election.

Most of the changes and improvements in the museum's programs have been "behind the scenes" activities. While there have been changes in the museum and its exhibits, they are subtle. Yet I believe the groundwork is being laid for greater change during the next year. (A note to the side: the eventual decisions on the museum's annual budget and special funds may have some impact on the amount of work to be undertaken during fiscal year 1982-1983.) At this time the outlook for the museum and its programs is positive.

MUSEUM VISITATION

Museum visitation is always a tough topic to address. The nature of the museum and its location prevent the museum staff from making accurate records of all museum visitors. The front doors of the museum serve as the primary eastern access point to the Capitol's west wing and the judicial and executive offices it houses. The museum also serves as an access point to the offices on the second, third, and fourth floor of the 1919 and 1938 additions to the Capitol. Thus, there are many people passing through the museum who are not in fact museum visitors.

One accurate set of statistics that we have been able to develop is a listing of those museum visitors who participate in a formal tour given by museum staff. These figures have only been kept since January 1982. For the last five months of fiscal year 1981-1982 there were 18,232 tour participants. Those who visit the museum on their own also make up a substantial number, perhaps as high as 20% during the legislative sessions (January through May) and as high as 70% during the remaining months.

Overall there has been a dramatic increase in the number of visitors. The fact that the bulk of the major restoration work is completed, reopening the building to visitation, has helped in this area.

Attached to this section of the report is an interesting statistical breakdown of those who visited the museum during the legislative session as prepared by P. J. Schoen, Museum Tour Guide Coordinator.

Prospects for increased visitation during the coming year is unclear as this report is being written. The bulk of the museum's visitors are school children. With increased tightening of money, many schools will be forced to cut back on their field trip activities. This may result in fewer class visits to the Capitol grounds next year.

1982 ARIZONA STATE CAPITOL MUSEUM STATISTICS

<u>MONTH</u>	<u>K-5th</u>	<u>8th</u>	<u>High School</u>	<u>Parochial</u>	<u>Indian</u>	<u>Learning Disabilities</u>	<u>Drop-ins (pm)</u>	<u>Scouts</u>	<u>Phoenix Metro</u>	<u>Out-of-Metro</u>	<u>Adults</u>	<u>Private</u>	<u>Gifted</u>	<u>TOTAL</u>
January (3 wks)	523	547	36	25	16	8	50	38	938	466	121	0	0	1,457
February	880	1,100	99	175	24	8	50	133	1,796	585	287	40	0	2,609
March	650	2,906	716	702	81	33	283	239	3,270	1,274	310	15	50	5,902
April	834	2,705	491	497	137	92	110	49	3,001	1,443	164	40	105	5,015
May (3 wks)	1,326	678	0	221	24	40	166	0	2,067	405	140	0	0	2,568
TOTAL	4,249	7,936	1,342	1,620	312	181	659	467	11,072	4,173	1,022	95	155	17,548

Compiled by:

P.J. Schoen

Tour Guide Coordinator 6/11/82



DEPARTMENT OF LIBRARY, ARCHIVES AND PUBLIC RECORDS

STATE OF ARIZONA

3RD FLOOR CAPITOL
1700 W. WASHINGTON
PHOENIX, ARIZONA 85007
PHONE: (602) 255-4035

SHARON G. WOMACK
DIRECTOR
ARLENE BANSAL
DEPUTY DIRECTOR

DID YOU KNOW...

Three out of four students comes from the Phoenix Metro area.

One out of twelve students is a high school student.

One out of two students is an eighth grader.

One out of four students is a K -5th grader.

One out of four students is from out of the Phoenix metro area.

One out of ten students is from a parochial school.

One out of two adults is from a church group.



DEPARTMENT OF LIBRARY, ARCHIVES AND PUBLIC RECORDS

STATE OF ARIZONA

3RD FLOOR CAPITOL
1700 W. WASHINGTON
PHOENIX, ARIZONA 85007
PHONE: (602) 255-4035

SHARON G. WOMACK
DIRECTOR
ARLENE BANSAL
DEPUTY DIRECTOR

1982 Statistics: School Groups' Legislative Districts

<u>District #</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>Total</u>
#1		1	1	3	1	6
#2			1	6	1	8
#3		1	6	1	1	8
#4		2	3	4	1	10
#5	1		4	1	1	7
#6	1	2	1	2		6
#7	4	1	4	2	1	12
#8		2	1	1		4
#9		1		2		3
#10			1			1
#11						0
#12			2			2
#13			3		1	4
#14	1			2		3
#15	3	6	12	4	3	28
#16	3	9	11	6	1	30
#17	1	5	9	5	5	25
#18		1		6		7
#19		1	5	4		10
#20		1	1	4	2	8
#21		1	3	2	3	9
#22	2	1	2	1	2	8
#23		1	7	5	2	14
#24	7	3	5	4	6	24
#25		1	1	1	1	4
#26				4	1	5
#27	1	3	4	4	2	14
#28	3	7	3		3	16
#29	2	2	5	3	2	14
#30		1	3	3	3	10

CARE OF MUSEUM COLLECTIONS

The care of museum collections is the one area where the State Capitol Museum has shown the greatest improvement during the past year. A state owned and operated museum has an obligation to care for its collections in the best possible fashion. This obligation includes basics like record keeping (cataloging), proper storage equipment and facilities, and work areas for preservation and exhibit preparation. In each of these areas the museum has made great progress.

A series of forms (attached at the end of this report) have been developed and procedures established for documenting the museum's holdings. Mary Ann McClennen has diligently worked at entering all items owned by the museum into a Registration Book. (This has not been an easy task considering Mary Ann McClennen's many other duties, but a task she has carried out with great skill). These entries give each object a number and provide the basis for more detailed documentation to be carried out on objects worthy of greater attention. When the cataloging process is complete we will be able to gain access to our objects by registration number, donor, type of object, and storage or exhibit location. Naturally, the cataloging program has been developed around the guidelines and standards established by the American Association of Museums.

The improvement of the equipment and facilities the museum now has to use in the storage process is as dramatic as the change for no record keeping to the development of a full set of record keeping forms and procedures. We have been able to acquire acid free storage materials including tissue, folders, envelopes and boxes to guard our objects in storage. Also a room in the museum has been set aside and outfitted with shelving and a work bench for storage and work space. The museum can now keep its objects in a more controlled environment insuring longer object life. The ability to consolidate and control our collection has also resulted in greater security for all objects in storage.

Both the cataloging of artifacts and seeing to their proper care and storages are not tasks we can accomplish overnight. Yet a good start has been made this year and expectation for future improvements in these areas are very good.

Date Rec.	SOURCE: Donor's name address, how acquired	Description, history, year of origin	Catalog number	Location

ARIZONA STATE CAPITOL MUSEUM

Artifact Information Sheet

1. Donor's name _____
2. Donor's address _____

3. When did you acquire this object(s) (such as date, time period, event)?

4. How did you acquire this object? As: _____ A gift
_____ _____ By purchase
_____ _____ By inheritance
_____ _____ By finding it
_____ _____ Other
5. If a gift, purchase, or inheritance, from whom did you acquire the object(s)?

6. Where did you acquire the object (for instance, name of town, state, store)?

7. How did you use this object while it was in your possession (for instance, use in the home, decorative use, souvenir etc.) and how did you care for it?

8. Do you know who the previous owners of this object were, where they acquired and used the object? _____

9. Do you know who originally made this object, or where the object was made?

10. Do you know any unusual details about the manufacture of the object or about the materials used to make the object? _____

11. Are you aware of any information sources about this object, for instance photos, publications, individuals? _____

ARIZONA STATE CAPITOL MUSEUM

Card # _____

DONOR:
ADDRESS:

TELEPHONE:

OBJECT:	CATALOG NUMBER	DATE

ARIZONA STATE CAPITOL MUSEUM

WORK SHEET

CLASSIFICATION:		GIFT FORM	
OBJECT:		REGISTRATION SHEET	
SOURCE:		INFORMATION SHEET	
ACCESSION DATE:	LOCATION:	GIFT ACKNOWLEDGEMENT	
HOW ACQUIRED:	SIZE:	DONOR CARD	
MATERIALS:		WORK SHEET	
IDENTIFICATION MARKS/ARTIST:		OBJECT CARD	
		RESTORATION/REPAIR	
DESCRIPTION:		FUMIGATION	
		PHOTOGRAPH	
CONDITION:		OBJECT LABELED	
		IDENTIFICATION	
HISTORY:		COMMENTS:	
REFERENCE:			
REPAIR/FUMIGATION:			
CATALOGED BY:			

ARIZONA STATE CAPITOL MUSEUM

OBJECT:

CATALOG NUMBER:

DATE:

PHOTO:

NEG.:

ACCESSION NUMBER:

DONOR:

DESCRIPTION:

DIMENSIONS:

CIRCA:

REGISTRAR:

REFERENCE:

LOCATION:

ACCOMPANYING MATERIALS:

REPAIR/FUMIGATION

ARIZONA STATE CAPITOL MUSEUM

Identification Sheet

CLASSIFICATION:

CATALOG NUMBER:

OBJECT:

SOURCE:

ACCESSION DATE:

LOCATION:

HOW ACQUIRED:

SIZE:

MATERIALS:

IDENTIFICATION MARKS/ARTIST:

DESCRIPTION:

CONDITION:

HISTORY:

REFERENCE:

REPAIR/FUMIGATION:

CATALOGED BY:

DATE:

1981-1982 MUSEUM HIGHLIGHTS

July, 1981

Exhibit: Winning drawings from Scottsdale Historical Society's Preservation Week Art Contest
Activity: Independence Day Celebration

August, 1981

Misc: Reporter from Sunset magazine visited while doing a story on State Capitols

September, 1981

Acquisition: Sandra O'Connor donated her robe from the Court of Appeals Bench.
Exhibit: "Containers"
Reception: Judge Francis Donofrio retirement
Event: Restrooms reopened on all floors

October, 1981

P.R.: Feature in Round-Up (Maricopa County Medical Society)

November, 1981

Workshop: Mary Ann McClennen attended a conservation workshop on paper items.
Exhibit: Sandra O'Connor

December, 1981

P.R.: New brochure
Class: Mary Ann McClennen completed a class in Museum techniques at ASU
P.R.: Mention of Arizona in a Sunset Article

January, 1982

Staff: New Curator hired
P.R.: Article in Designers West featured the museum

February, 1982

Events: Admission Day, February 15
Polly Rosenbaum reception February 11
Staff: Temporary guides hired

March, 1982

Activity: Heavy Tour Activity

April, 1982

Work: Cataloging work set in motion
Curatorial supplies ordered

Activity: Again, heavy tour activity

May, 1982

Event: End of Legislative session

Activity: Museum staff visited other state museums

Conference: Bob Renning and Gina Laurin attended State Historical Society
Convention in Tucson

June, 1982

Activity: Many out-of-country visitors

Convention: Greg Robbins attended the American Association of Museums Annual
Meeting in Philadelphia