

## Protecting Museum Artifacts and Ephemera Archival Acquisitions

Have some cool Island Memorabilia?

If you are thinking about donating it to the Archives, one thing to consider is whether it would be better shared in the place of its origin, if you can safeguard its condition in an environment with protection from excessive heat, moisture, and bugs.

But if you are interested in seeing if it would be an important addition to our museum archives, there is a process for acceptance. Please contact Amy Huston to set up a meeting either by phone or in person. She will take it to the Archives Committee which will survey our existing collection to see if we have duplicates.

The committee will consider whether your piece fits into the museum's mission statement and whether it could be included in an existing permanent exhibit, a visiting exhibit, or simply stored out of the view of the public in the archives.

If the committee's answer is yes, then you could choose to donate it to the archives, or to loan it permanently or temporarily. It will be entered into our PastPerfect database of archival items.

If the committee's answer is "not at this time" you could ask for suggestions for other museums whose collections are more appropriate to your item.

Our museum receives no governmental funding which means it operates financially through memberships, fundraisers, volunteer hours, and donations. We welcome donations to our historical raffles and auctions.

We even happily accept stuff that didn't sell at your yard sale at our Heritage Resale Shop.

Most Board members have a special Museum mission. I am working in the Archives to update our Past Perfect archives index, catalog new acquisitions, and store artifacts correctly. I also help create exhibits and public programs. I can assist the public in accessing specific historical information.

– Amy Huston

*Future newsletters will feature items from the Museum Archive. Historical images shown are from the private collection of board member Maggie Beckford.*



### DONATIONS IN MEMORY OF

JEFF BYKOWSKI  
Don & Mary Anne Fritz

JEFF BYKOWSKI  
Matt Parker

JEFF BYKOWSKI  
Linda Mansell

## Preserving the Past: The Importance of Curating, Archiving, and Maintaining a Historical Collection

A historical society's mission depends on safeguarding the physical and intellectual legacy of its community. Curating, archiving, and maintaining a database of artifacts and documents are essential to that purpose.

Each artifact, photograph, and record holds an irreplaceable story, and without proper preservation, these stories risk being lost to time.

Effective curation ensures that items are properly identified, interpreted, and displayed in ways that connect the public with history.

Archiving protects fragile documents and images through professional handling, controlled environments, and digitization.

Maintaining a searchable database provides long-term accessibility for researchers, educators, and the community by organizing key details—such as provenance, condition, and historical context—in a structured, retrievable way.

The process at LEIHS is to bring in your item for review. Some items may not be related to our mission, or we may have duplicates.

If accepted, you'll complete a form that includes your personal info and the provenance of the artifact.

You'll be given options on whether the donation is permanent or on loan. It will be assigned a distinct number, photographed and entered into the Archive Database.

### Help LEIHS secure your Museum Archive

Archivist Amy Huston will need help inventorying the current archive and then tackling a backlog of items waiting to be entered into the database.

Anyone interested in assisting with this ongoing project is encouraged to volunteer.