



CWAM Membership Benefits

Individual, Student and Volunteer:

- Copy of CWAM quarterly newsletter, *Highlights*
- Early notification of professional development opportunities
- Scholarship opportunities and workshop discounts
- Networking with peers
- Opportunity for professional growth through committee and board participation
- Discount to annual meeting
- Access to CWAM email list, featuring regional job postings, museum news, professional development opportunities, and CWAM news.

Institutional:

- Copy of CWAM quarterly newsletter, *Highlights*
- Membership in Purchasing Cooperative
- Free listing on CWAM website and in CWAM Museum Guide
- Discount for one staff member to attend annual meeting
- Access to Environmental Monitoring Kit
- Eligibility for CWAM grants program
- Access to free consulting services provided by the Museum Assistance Team
- Access to CWAM email list, featuring regional job postings, museum news, professional development opportunities, and CWAM news.

Corporate:

- Discounts on annual meeting booth rental fees
- Discounts on preprinted membership mailing lists
- Free listing on CWAM website
- Ability to advertise in CWAM's quarterly newsletter, *Highlights* (\$25/ad per issue; 10% discount if ads are purchased for a full year – \$90 for 4 ads)

Museum Assistance Team

The Museum Assistance Team, or MAST, exists to help CWAM Institutional members answer professional questions and solve problems. Upon receipt of your question, MAST will poll the CWAM Board to determine who can offer the best solution. MAST offers

consulting in Archives; Board development and orientation; Registration and collections management; Education and museum school programs; Exhibits; Grant writing; Guidelines and policies; Historical interpretation and clothing; Living history; Museum management and store facilities; Organizational start-up; Planning and vision statements; Public perception issues; Publications; Security; and Disaster planning and resources. If you have a question or would like to request a consultant, the current MAST program chair is Carl Patterson, who can be reached at cpatterson@denverartmuseum.org or 720-865-5029.

Purchasing Cooperative

Wait! Before you purchase those cotton gloves, archival boxes, or acid-free tissue paper, make sure you know that as a CWAM Institutional member, you are a member of the Purchasing Co-op. The CWAM Purchasing Co-op was created to get lower prices on archival materials from selected suppliers. Currently, CWAM members can receive a 20% discount on all Gaylord products when ordering materials. Orders should be placed directly with Gaylord. Let the salesperson know that you are ordering under the Colorado-Wyoming Association of Museums Purchasing Cooperative. Shipping is free for Co-op members. You will be billed directly by Gaylord. If you have questions, please contact the current Co-op chair, Dave Ryan, at dryan@springsgov.com.

Environmental Monitoring Kit

The control of temperature and relative humidity is a vital factor in the preservation of a collection. Inappropriate or fluctuating environmental conditions can cause irreparable damage. To protect your collection, assess your institution today with the CWAM environmental monitoring kit (EMK). The kit contains equipment that measures environmental conditions to assist you with preservation planning. Learn how to understand the relationship between temperature and relative humidity to create a safe environment for your collections. In 2006, CWAM purchased new equipment for both the Colorado and the Wyoming EMK, including a hand-held ELSEC 764C unit that measures UV and visible light, temperature, and humidity. The unit can be used for data logging, and the kit includes software and a USB-infrared adapter for use with your PC.

With a CWAM Environmental Monitoring Kit you can:

- Measure current conditions in your institution
- Identify safe parameters for your collection
- Establish baseline environmental information for preservation planning
- Collect environmental data to support funding requests
- Learn about equipment you need to protect your collection

Remember -

**You can't save time in a bottle...
but you can save a bottle from time!**

The kit is available to member institutions for one-month loans. Have questions or want to borrow a kit?

Colorado EMK Representative – Vacant board position Please contact Jenny Hankinson at jhankinson@littleongov.org Or Brooke Rohde at brohde@du.edu	Wyoming EMK Representative Sarah Gadd Univ. of Wyoming Art Museum Dept 3807, 1000 E. University Ave. Laramie, WY 82071 307-766-6621 sarahl@uwyo.edu
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Publications available to CWAM members

CWAM Collections Registration and Documentation Handbook

Dealing with museum collections poses many challenges: How do I keep track of everything? Are there standards for marking objects? What Forms should I have a donor fill out? The Collections Registration and Documentation Handbook can help answer these and many other questions. Designed for small to mid-sized museums, the Handbook provides a ready reference for all your collections documentation needs for only \$6.00. Contact Andine Henning at tck.andine@gmail.com for more information.

CWAM Living History Guide

The Living History Guide is a wonderful resource that will assist museums and historical organizations that are interested in adding living history to their programs or special events. It provides basic information about some of the most prominent groups and individuals who present living history programs in Colorado and Wyoming. It also includes a listing of some suppliers of reproduction items that can be purchased to add to historical authenticity to hands-on activities or exhibits

E-Mail List

Are you missing on local museum news, job postings, and professional development opportunities? Join the CWAM email list! The email list is open only to CWAM members. This is a wonderful tool not only for receiving information pertinent to museums in our region, but also for posting job openings, workshops, and other professional development opportunities. To sign up for the email list or to have something posted, please email the CWAM Membership Chair Brooke Rohde at brohde@du.edu

Annual Meeting

The Annual Meeting mission is to bring the members of CWAM together to pursue excellence by providing an open environment of sharing, of expertise, best practices, professional standards and new trends. It should be diverse, inclusive, and visionary.

Website

We are in the process of revamping our website and putting our museum guide online. You can now renew your membership or register for the Annual Meeting on our website! Visit us at www.coloradomuseums.org or www.wyomingmuseums.org.

CWAM Grants

Start now to investigate and apply for a grant from CWAM! CWAM began a grant program several years ago, to offer additional benefits to museums in the Colorado-Wyoming region. The grants are available to museums that are non-profit 501©3 agencies, are owned and operated by such agencies, or are owned and operated by government agencies. The applicant museum must be open at least 100 days a year and have a budget of \$300,000 or less.

Five types of \$750 grants are offered for: publications of an interpretive nature, exhibits illustrating some interpretive aspect of local or national history, events and programs not of a strictly promotional purpose, and conservation projects which involve special needs for the museum's buildings or artifacts.

Grant applications and guidelines are available on the CWAM web site and are due to the CWAM Treasurer, Michelle Bahe, by the first Friday in February. Grant awards will be announced and distributed at the CWAM annual meeting in Estes Park, Colorado.

So jump on the CWAM bandwagon and apply for a CWAM grant to benefit your museum or historic site!

Scholarships

The Colorado-Wyoming Association of Museums awards up to 10 Annual Meeting scholarships under the categories of Professional, Volunteer and Student/Intern. Each scholarship recipient receives a registration fee waiver plus a cash grant of \$200 to help offset expenses (a value of \$325). The deadline for applications will be announced soon – see the CWAM website for details.

Applicants are required to submit a letter from their institution's director, board member, or other supervising authority (such as a faculty advisor) giving a statement that the institution supports the applicant's attendance and a brief essay explaining how they will benefit from attending the meeting and how they will apply what they learn at the meeting at their institution.

Scholarship recipients are expected to attend the opening session of the annual meeting as well as the business lunch, during which they will be recognized. Recipients are also required to write a short article for the CWAM newsletter; covering a session they attend at the annual meeting. Preference is given to applicants who have not previously received a scholarship. Details and the scholarship application form can be found at www.coloradomuseums.org or www.wyomingmuseums.org or in the Annual Meeting Packet. For questions please contact Fay Bisbee at fbisbee@wildlifeart.org.