

## Useful Books Available through the State Library

An article that appeared in the December 2007 issue of the *Federation Bulletin* noted that there are many useful books in the State Library that may be helpful for Federation members. To request any of the following books, simply go to your local public library and ask a staff person there to request the books through interlibrary loan. The books will then be shipped to your local public library, where you can pick up the books and later return them. The service is free of charge.

To request a book, you will need to provide the book's title, author (if applicable), collection name, and call number. This information is provided in the list of books below; GC stands for "General Collection."

Please note that the State Library ships books from its General Collection for interlibrary loan; it does not ship books from other collections, such as the Museum of Art's collection.

To search the State Library's catalog on your own, please visit <http://go.dcr.state.nc.us/> and click on "local catalog."

We will periodically update this list as we learn about other books that are available.

For more information about these books or the interlibrary loan program, please call the State Library at (919) 807-7450.

### Useful Books, Arranged by Topic

- **Administration**

*The Budget-building Book for Non-Profits: A Step-by-Step Guide for Managers and Boards*, by Murray Dropkin (GC 658.154 D786b)

*Historic House Museums: A Practical Handbook for Their Care, Preservation, and Management*, by Sherry Butcher-Youngmans (GC 363.69 B983h)

*The Manual of Museum Management*, by Barry Lord (GC 069.068 L866m)

*Museum Administration: An Introduction*, by Hugh Genoways and Lynne Ireland (GC 069.068 G335m))

*Organizing a Local Historical Society*, by

Clement Silvestro (GC 906 S587o; Note: This book was published in 1968 and may be dated.)

*Starting Right: A Basic Guide to Museum Planning*, by Gerald George and Cindy Sherrill-Leo (069.0973 G347s 2004).

*A Primer for Local Historical Societies*, by Laurence R. Pizer (GC 973.06 P695p)

- **Collections Management and Care**

*Caring for Your Collections* (GC Oversize 790.132 C277; this book, by the National Committee to Save America's Cultural Collections, is geared toward private collectors but still may have some useful information)

*Guide to Environmental Protection of Collections*, by Barbara Applebaum (GC 069.53 A648g)

*IPI Media Storage: Quick Reference*, by Peter Z. Adelstein (GC 025.8 A23li; this book focuses on storage of photos, film, audio and video tapes, CDs, and DVDs)

*Old Poisons, New Problems: A Museum Resource for Managing Contaminated Cultural Materials*, by Nancy Odegaard and Alyce Sadongei (GC 069.53 023o; this book focuses on the past use of pesticides on museum objects.)

*The Permanence and Care of Color Photographs: Traditional and Digital Color Prints, Color Negatives, Slides, and Motion Pictures* by Henry Gilmer Wilhelm (GC Oversize 770.283 W678p)

*Photographs: Archival Care and Management*, by Mary Lynn Ritzenthaler (GC 771.46 R615p)

*Preservation Management for Libraries, Archives, and Museums*, ed. by G. E. Gorman and Sydney J. Shep (GC 025.84 P9336)

*Registration Methods for the Small Museum*, by Daniel Reibel (GC 069.52 R347r)

*The Revised Nomenclature for Museum Cataloging: A Revised and Expanded Version of Robert G. Chenall's System for Classifying*

## Useful Books Available through the State Library

*Man-made Objects*, by James Blackaby (GC 069.52 B627r)

*Walls and Molding: How to Care for Old and Historic Wood and Plaster*, by Natalie W. Shivers (GC 693.6 S558w)

- **Emergency planning**

*Building an Emergency Plan: A Guide for Museums and Other Cultural Institutions*, by Valerie Dorge and Sharon Jones (GC 069.2 B932)

*Field Guide to Emergency Response*, by Heritage Preservation. (includes booklet, DVD, and 2 forms; GC 025.82 F453)

- **Exhibit design and planning:**

*Creating a Winning Online Exhibition: A Guide for Libraries, Archives, and Museums*, by Martin Kalfatovic (GC 021.7 K14c)

*Help for the Small Museum: Handbook of Exhibit Ideas and Methods*, by Arminta Neal (GC 069.53 N338h 1987)

*Ideas and Images: Developing Interpretive History Exhibits*, by Kenneth Ames, Barbara Franco, and L. Thomas Frye (GC 973.075 I19)

*The Manual of Museum Exhibitions*, by Barry Lord and GailDexter Lord (GC 069.5 M294b).

- **Fundraising**

*The Foundation Center's Guide to Grant Seeking on the WEB* (published in 2000; GC 025.066581 F771 2000)

*Is Your Museum Grant-Ready? Assessing Your Organization's Potential for Funding*, by Sarah S. Brophy (GC 069.068 B873i)

*North Carolina Giving*, by Anita Gunn Shirley (GC 361.7025756 M159n 1999)

*NC Corporate Giving*, by Anita Gunn Shirley (GC 361.765 5558n)

- **Legal Issues**

*Cultural Resource Laws and Practice*, by Thomas King (GC 344.73094 K54c)

- **Marketing**

*The Branded Nation: The Marketing of Megachurch, College, Inc., and Museum World*, by James Twitchell (GC 658.827 T974b)

*Branding for Nonprofits*, by D. K. Holland (GC 658.027 H734b)

*Museum Branding*, by Margot Wallace (GC 069.068 W192m)

*Museum Strategy and Marketing: Designing Missions, Building Audiences, Generating Revenue, and Resources*, by Neil Kotler and Philip Kotler (GC 069 K87m)

*Thriving in the Knowledge Age: New Business Models for Museums and Other Cultural Institutions*, by John H. Falk and Beverly Sheppard (GC 069.068 F191t)

- **Museum Stores**

*Museum Store Management*, by Mary Theobald (GC 658.87 T385m)

- **Museum Studies**

*Creating a Dignified Past: Museums and the Colonial Revival*, ed. by Geoffrey Rossano (GC 973.8074 C912)

*Defining Memory: Local Museums and the Construction of History in America's Changing Communities*, ed. by Amy K. Levin (GC 973.075 D313)

*Folklife and Museums: Selected Readings*, ed. by Patricia Hall and Charlie Seemann (GC 306.0973074 F666)

*History Museums in the United States: A Critical Assessment*, ed. by Warren Leon and Roy Rosenzweig (GC 973 H673)

*New Town Square: Museums and Communities in Transition*, by Robert Archibald (GC 303.40973 A673n)

- **Programming/Education**

*Adult Museum Programs*, by Bonnie Sachatello-Sawyer, et al (GC 069.071073 A244)

## Useful Books Available through the State Library

*Developing Library-Museum Partnerships to Serve Young People*, by Hilda Jay and M. Ellen Jay (GC 027.8 J42s)

*Exploring Museum Theatre*, by Tessa Bridal (GC 069.16 B851e)

*Great Tours! Thematic Tours and Guide Training for Historic Sites*, by Barbara Abramoff Levy, Sandra Lloyd, and Susan Schreiber (GC 917.3040683 L668g)

*History Outreach: Programs for Museums, Historical Organizations, and Academic History Departments*, ed. by J. D. Britton and Diane F. Britton (GC 973.071073 H673)

*Interpreting Historic House Museums*, by Jessica Foy Donnelly (GC 973.07473 I61)

*Learning from Museums: Visitor Experiences and the Making of Meaning*, by John H. Falk (GC 069.134 F1911)

*Living History Reader: Museums*, ed. by Jay Anderson (GC 973 L785)

*The Manual of Museum Learning*, ed. by Barry Lord (GC 069.15 M294)

*Museum and Gallery Education: A Manual of Good Practice*, ed. by Hazel Moffat and Vicky Woollard (GC 069.1 M986)

*Past into Present: Effective Techniques for First-Person Historical Interpretation*, by Stacy Flora Roth (GC 907.1 R845p)

- **Volunteer Recruitment and Management**  
*The (Help!) I Don't-Have-Enough-Time Guide to Volunteer Management*, by Katherine Campbell and Susan Ellis (GC 302.14 C188h)

*Leadership and Management of Volunteer Programs*, by James C. Fisher (GC 361.37068 F5341)

- **Web Design**  
*Access by Design: A Guide to Universal Usability for Web Designers*, by Sarah Horton (GC 005.72 H823a; this book focuses on web access for people with disabilities.)

*Don't Make Me Think!: A Common Sense Approach to Web Usability*, by Steve Krug (GC 005.72 K94d)

- **Other**  
*Fabrics and Wallpapers for Historic Buildings*, by Jane Nylander (GC 747.5 N995fa)

*Houses and Homes: Exploring Their History*, by Barbara Howe et al. (GC 307.336 H84211)

*Local Businesses: Exploring Their History*, by K. Ausin Kerr (GC 338.74 K411)

*Local Schools: Exploring Their History*, by Ronald Butchart (GC 371.010973 B9831)

*Nearby History: Exploring the Past Around You*, by David Kyvig and Myron A. Marty (GC 973 K99n 2000)

*Public Places: Exploring Their History*, by Gerald Danzer (GC 973 D199p)

*The Promise of Cultural Institutions*, by David Carr (GC 306.0973074 C311p)