

Exhibit A
Collections Assessment and Collecting Priorities

Table of Contents

I.	Checklist for Considering New Acquisitions	page 1
II.	What CHS does not actively collect	page 2
III.	What CHS very rarely collects	page 3
IV.	What CHS is actively collecting	page 4
	a. 3D Objects	page 4
	b. Archival/Manuscript	page 6
	c. Costume & Textile	page 8
	d. Graphics	page 9
	e. Media	page 10
	f. Printed Text	page 11
V.	Clocks & Furniture Priorities as of 2014	page 12
VI.	Furniture Acquisition Policy as of 2010	page 16

I. Checklist for Considering New Acquisitions:

The CHS on a frequent and periodic basis assesses the collection and keeps a list of collecting priorities. Based on the goals laid out in the strategic plan adopted in 2015, all new acquisitions are assessed with the following questions in mind.

- 1) What is the object's Connecticut connection?
Only objects with strong connection to Connecticut history will be considered.
- 2) Does the object relate to/enhance material already in the collection?
- 3) What themes or stories does the object tell?
- 4) Does the object duplicate material already in the collection?
Items that are duplicative will not be actively collected.
- 5) Are clear title and/or proof of ownership established?
Items with questionable title/proof of ownership will not be collected.
- 6) Are there any restrictions to use and or disposal of the object?
- 7) Can the object be part of the Teaching Collection rather than the Permanent Collection?
- 8) Is the object of manageable size?
- 9) What is the condition of the object?
- 10) Are there any factors that would limit the object's use in research, exhibition or programming functions?

II.

What CHS does NOT actively collect

In 2009, a major assessment of the collection was undertaken. This assessment and other type specific assessments guide the collecting priorities. In some cases, the CHS holds strong collections of the following types of objects but due to space/storage issues, legal requirements, or mission-focused collecting needs, the CHS has determined to no longer actively collect these types of artifacts.

The CHS does not actively acquire the following materials:

-
- 20th century medical records due to HIPAA
- Architectural fragments
- Automobiles and other mechanized vehicles
- Retail bags and boxes
- Bank and banking records
- Boats, ships and other vessels (toy or miniature models may be considered)
- Botanical or zoological specimens
- Church records (The CHS will assist individual churches in maintaining their own archives)
- College and University records
- Computer software
- Connecticut General Assembly, Colonial records (The CHS will direct collections to the State Archives)
- Connecticut Imprints
- Connecticut Senators and Congresspeople's papers (The CHS will direct to the collection held at UCONN)
- Gravestones and other grave monuments
-
- Guns (The CHS will direct Connecticut made guns to the Museum of Connecticut History)
- Hardware (general; electrical; fasteners; plumbing)
- Hazardous materials (hazardous materials that are integrally incorporated in other objects may be considered, for example, barometers that contain mercury)
- Heavy machinery
- Human remains
- Items subject to the Native American Graves Protection and Repatriation Act (NAGPRA) regulations
- Municipal/town records (Towns now collect their own records)
- Natural history specimens
- Newspapers, Post 1900, in hard copy
- New York and New Haven Railroad (The CHS will direct to UCONN)
- Nitrate film
- Sewing machines
- Swords
- Toasters
- Wooden planes
- World Imprints

III.

What CHS very rarely collects

The following items are only very rarely collected, if there is a strong Connecticut story, enhance an existing collection, or other valid reason as stated by CHS collections staff and/or Collections Steering Committee. In some cases, the CHS holds strong collections of the following types of objects but due to space/storage issues or mission-focused collecting needs, the CHS has determined to very rarely collect these types of artifacts.

The CHS very rarely collects the following materials:

- 19th century children's books
- 19th century women's bonnets
- 20th century businesses – *directed to Business History Collection at UCONN's Thomas J. Dodd Research Center*
- Account books
- Almanacs
(strong collection of pre-1900s, needs further sorting & cataloging)
- Autographs
(not individual, loose autographs)
- Beatrice Fox Auerbach Christmas cards
- Bicycles
- Canes
- Ceramics
- Civil War letters
- Coins (local issues may be considered)
- Commissions, diplomas, certificates
- Culturally sensitive / religious objects
- Currency
- Disaster photographs
(floods, hurricanes, etc.)
- G. Fox memorabilia
- Garden Club organizational records
- Genealogical research collections
- Glassware / glass bottles
- Globes
- Handwoven Textiles
- Honorary plaques, trophies
- Insurance Company archives, except newsletters
- Kellogg prints
- Linens
- Literary manuscripts
(unless of particular relevance to Connecticut history)
- Looking Glasses
- Maps
- Metalware
- Microforms
- Native American Baskets
- Native American Lithics
(The CHS began an assessment in 2015)
- Pewter
- Postcards
- Quilts
- Samplers/needlework
(unless strong case can be made for enhancing an already significant collection)
- Scrapbooks
 - Scrimshaw
- Sculpture
- Sermons
- Stamps
(local issues may be considered)
- Storage containers such as thermoses, trunks
- Tableware
- Textile Documents / Sample books
- Wedding dresses

IV. What CHS is actively collecting

The CHS is either actively collecting or selectively collection the following types of items. Attention is given to the checklist provided at the beginning of the document when making a decision to bring something into the permanent collection. In some cases, the storage capacity at the CHS is also a determining factor.

A. 3D OBJECTS

3D OBJECTS TYPE	COMMENT
Advertising Products	Selectively Collect
Clocks	Selective collecting based on an assessment from 2011
Commemoratives (Charter Oak, Disasters)	Selectively Collect
Folk art	Folk art has not been assessed
Fraternal Organizations	Selectively Collect
Furniture	<ul style="list-style-type: none">• Selectively Collect• See Section V for more information
Household (cleaning; cooking; heating and cooling; hygiene/personal care; laundry/textile processing; lighting)	Selectively Collect unless items fall into very rarely collect
Instruments (bells; measuring devices; Veeder-Root items; musical; navigation; optical / eyeglasses; surveying)	Selectively Collect
Inventions (patent models)	Selectively Collect
Military Organizations	Selectively Collect
Native American Lithics	In 2015, CHS began an inventory of the lithics collection. This assessment is ongoing.

3D OBJECTS TYPE	COMMENT
Occupational (agriculture- tools; art; communications; emergency; hunting/fishing; maritime; medical/dental; military gear; office-typewriters; photographic; printing)	<ul style="list-style-type: none"> • Selectively Collect • Military gear needs further assessment
Paintings, landscape	<ul style="list-style-type: none"> • Decent Collection • Selectively Collecting
Paintings, miniatures	<ul style="list-style-type: none"> • Strong collection • Selectively Collecting
Paintings, portrait	Strong collection of pre-1860 portraits
Political Paraphernalia	Selectively Collect
Recreation/Sports/Toys & Dolls (athletics; hobbies; magic; toys & games; dolls and puppets; smoking)	<ul style="list-style-type: none"> • Selectively Collect • Albert Walker magic kit collection a highlight • Toys and Dolls collection needs further assessment
Tavern signs	<ul style="list-style-type: none"> • Nationally significant collection • Selectively Collecting
Trade/road signs	<ul style="list-style-type: none"> • Decent collection • Selectively Collecting

B.

ARCHIVAL/MANUSCRIPT COLLECTION

ARCHIVAL/MANUSCRIPT COLLECTION TYPE	COMMENT
Agricultural Records	Specifically collecting tobacco related items and onion items
Business archives & correspondence	<ul style="list-style-type: none"> • Will collect Pre-1900 Manufacturing • Will collect pre-20th century physicians/medical • Will add to existing Susquehanna and Connecticut Gore (westward expansion) collections
CHS institutional archives	Actively collecting
Education/school archives	<ul style="list-style-type: none"> • Will selectively collect 19th and 20th century school records to document changing demographics and ethnicity • Send Hartford Public High School collections to their archive
Ethnic / Cultural groups / Underrepresented communities	<ul style="list-style-type: none"> • In 2015, the CHS incorporated the Connecticut Cultural Heritage Arts Program (CCHAP) into the organization. This has expanded the CHS's ability to collect ethnic and cultural items. • This is an area of active collecting.
Family History	Still actively collect, with focus on 20th century
Labor records	Very limited at present, will actively collect
Library history	<ul style="list-style-type: none"> • Have strong collection of early subscription libraries • Will actively collect, unless considered town records
Literary manuscripts / Writers	<ul style="list-style-type: none"> • Connecticut TV & Radio personalities - actively collect • Connecticut journalists - actively collect
Militia records / history	<ul style="list-style-type: none"> • Strong collections on Revolution, War of 1812, Civil War – will selectively collect • 20th century conflicts - will actively collect

ARCHIVAL/MANUSCRIPT COLLECTION TYPE	COMMENT
Municipal Records	<ul style="list-style-type: none"> • Surveyor's records - will actively collect • Deeds - collect selectively; no purchases
Native American	<ul style="list-style-type: none"> • significant collection, including Samson Occum papers (1710-1792) • Selectively collect
Oral history transcripts	Selectively collect
Organizational archives	<ul style="list-style-type: none"> • Civic – need to actively collect, especially outside of Hartford • Heritage societies - should be retained at national level but can accept local collections • Social services - actively collect 19th and 20th century organizations focused on children, women, families • Professional - need to actively collect
Performing Arts	<ul style="list-style-type: none"> • Have strong collections on Hartford Ballet and Mark Twain Masquers, will selectively collect particularly outside of Hartford • Strong ephemera collection of programs
Personal (correspondence, diaries, journals, scrapbooks)	<ul style="list-style-type: none"> • Diaries and Journals - Still actively collect, with focus on 20th century and 18th century.
Political Papers	<ul style="list-style-type: none"> • Actively collect both sides of potentially controversial issues (gay marriage, abortion, etc.)
Real Estate	<ul style="list-style-type: none"> • Focus on early 20th century • Build on Hart, Kneeland & Poindexter collection • For architectural drawings see Visual Collections
Recreation	Currently very limited - will actively collect

C.

COSTUME & TEXTILE COLLECTION

COSTUME TYPE	COMMENT
Accessories, carried (bags, canes, fans, parasols, wallets,	Selectively Collect
Accessories, worn (aprons, ribbons, hats, shoes)	Selectively Collect
Jewelry	<ul style="list-style-type: none"> • very selective collecting • need analysis of what we currently have
Main Garments	<ul style="list-style-type: none"> • Important collection of early men's wear, pre-1860 • Rich collection c. 1850-1910 women's clothing • Actively collect 20th and 21st centuries and more everyday clothing
Special Purpose Costumes	Selectively Collect
Undergarments	<ul style="list-style-type: none"> • Selective 18th/19th centuries • Actively 20th & 21st centuries
Uniforms	Nationally significant pre-Civil War examples <ul style="list-style-type: none"> • decent collection of 1900s-1940s uniforms • very selective collecting for post 1950s uniforms

TEXTILE TYPE	COMMENT
Banners	<ul style="list-style-type: none"> • Nationally significant Abolition banner • Selectively Collect
Commemorative	Selectively Collect
Flags	<ul style="list-style-type: none"> • Nationally significant Pre-1865 flags, ex. Lincoln Flag, Rev War flags, War of 1812 flags • Selective collecting Post-1865 flags

D. GRAPHICS COLLECTIONS

GRAPHICS COLLECTION TYPE	COMMENT
Architectural Drawings	<ul style="list-style-type: none">• Strong collection• Very strong collection of domestic architecture in Hartford and West Hartford• Selective collecting
Drawings Connecticut artists and subjects	<ul style="list-style-type: none">• Standout collections include John Warner Barber, N.A. and E.A. Moore, and Richard Welling• Strong collections of two local newspaper cartoonists• Strong collections of schoolgirl art, pastels, and silhouettes• Decent collection of watercolors• Selectively Collecting
Ephemera including performing arts programs and trade cards	<ul style="list-style-type: none">• Decent collection of performing arts programs• Strong collection of trade cards• Selectively Collecting
Photograph albums	<ul style="list-style-type: none">• Strong collection• Actively collecting, especially mid-to-late-20th and 21st century albums
Cased photographs	<ul style="list-style-type: none">• Strong collection, actively collecting• Strong collection of Augustus Washington daguerreotypes, actively collecting
Photographic negatives	<ul style="list-style-type: none">• Several collections consisting of hundreds to thousands of individual film or glass plate negatives• Selective collecting

GRAPHICS COLLECTION TYPE	COMMENT
Photographic prints	<ul style="list-style-type: none"> • Very strong collections of black and white portraits, Connecticut towns, landscapes, and subjects • Color prints not as well represented as black and white • Actively collecting, especially families/towns/industries that are not well represented
Photographic slides/transparencies	<ul style="list-style-type: none"> • Several collections of color and black and white slides, including lantern slides • Needs further assessment for collecting status
Printed images	<ul style="list-style-type: none"> • Selectively collecting
Born Digital Images	<ul style="list-style-type: none"> • Need to address, need to create guidelines •

E. MEDIA COLLECTION

MEDIA COLLECTION TYPE	COMMENT
Audiotapes	Selectively collecting
Electronic Media	Selectively collecting
Motion Picture Film/Home Movies	<ul style="list-style-type: none"> • Selectively collecting home movies • Actively collecting films showing the development of industry and technology in Connecticut
Phonograph Records	<ul style="list-style-type: none"> • Selectively collecting • Current collection contains duplicates and needs refinement
Video Tapes	Selectively collecting

F. PRINTED TEXT COLLECTION

PRINTED TEXT COLLECTION TYPE	COMMENT
Business Directories Connecticut city and county	<ul style="list-style-type: none">• Decent collection from 1799-1986• Selectively Collects•
Newspapers – pre 1900 (Connecticut - original and microfilm)	<ul style="list-style-type: none">• Strong in Hartford newspapers• Selectively Collect
Local (published) histories and genealogies	<ul style="list-style-type: none">• strong in pre-1850s to early 1900s• still actively collecting
Schoolbooks and primers	<ul style="list-style-type: none">• strong in pre-1860s• very selective collecting

V.

Clocks & Furniture Priorities as of 2014

Clocks:

Tall Case Clocks – While the CHS currently has a large number of tall case clocks, an assessment of the tall case clock collection during 2009 – 2011 revealed that the vast majority of the existing clocks do not have original dials, movements or cases, or have undergone significant restoration.

Objective – develop a “representative” collection by continuing to pursue the recommendations of Robert Cheney and Tom Grimshaw:

- Acquire a clean example of an Eli Terry wooden movement “Porter contract” tall case clock made during 1807 -1808.
- Acquire 3 – 4 clean examples of Connecticut tall case clocks from different regions having original dials, movements and cases.
- Note: Suitable Hoadley and Whiting examples were acquired in 2013.

Shelf Clocks – The CHS has one of the strongest collections of Connecticut made shelf clocks in existence.

Objective: We should add depth to and fill gaps in the collection by continuing to pursue the recommendations of Tom Grimshaw and seek to acquire examples of the following:

- Prototype of the Pillar & Scroll shelf clock made by Seth Thomas (very rare, only 7 known).
- Prototype of the Noble Jerome OG brass movement (solid wheel version, circa 1837 – 1838).
- E. C. Brewster coiled spring, cast iron fusee mechanism – large scale Kirk’s Patent Eight Day cast iron back plate movement with brass springs.
- Fusee steel spring movement.
- Perpetual calendar clock by Seth Thomas, E. N. Welch, or Ingraham.

Furniture: The CHS has one of the strongest collections of Connecticut 17th and 18th Century furniture in existence. However, certain regions and forms are better represented in the collection than others. The CHS is the primary repository of 17th and 18th Century Hartford County furniture and 18th Century New London County furniture.

Objective: Continue to add depth to and fill gaps in the collection. The CHS recognizes, however, that other institutions currently have strong regional collections and actively collect Connecticut and Connecticut River Valley furniture, such as Historic Deerfield, the Litchfield Historical Society, the New Haven Museum, the Wadsworth Atheneum, Old Sturbridge Village, and the Windsor Historical Society. In order to avoid unnecessary duplication, CHS will adopt a “cooperative collecting” approach and, wherever prudent and feasible, coordinate future collecting with one or more of such other institutions as appropriate. Based upon an assessment of the collection conducted during 2009 – 2013, the following acquisition priorities have been identified:

General

Continue to expand our database by evaluating significant objects for inscriptions, signatures, documented family histories of ownership, etc. Where necessary and feasible, replace existing examples in the collection with examples in better condition or having documented origins or family histories of ownership.

Hartford County

- Clean example of oxbow chest with quadrant base
- Wethersfield bonnet top highboy
- Wethersfield flat top highboy
- Pembroke/breakfast table
- Queen Anne armchair (very rare, only 1 example known)
- Card tables with strong histories of ownership
- Candlestand(s) with strong history of ownership (no more than 1 or 2)
- Windsor chairs
- Chapin Shop
- Highboy

- Tea table with ball and claw feet
- Dining table with ball and claw feet
- Pembroke/breakfast table
- Candlestand
- Q: do we want to deepen the collection of Chapin Shop chairs by acquiring examples of forms not currently represented in the collection?

- Need to broaden Federal period holdings, other than chairs and sideboards
- Continue to add signed/labeled examples
- Commission the following “teaching aids”:
 - Example of a “quadrant base” ogee bracket foot
 - Example of a bracket foot
 - Example of an element featuring double tenon construction
- **Others?**

Tolland County

- Need to enhance collection in all categories
- Continue to add signed/labeled examples and examples with strong histories of ownership

Windham County

- Need to enhance collection in all categories except chairs
- Continue to add signed/labeled examples and examples with strong histories of ownership

Litchfield County

- Need to discuss collaborative collecting approach with the Litchfield Historical Society and identify gaps in collection that are not duplicated at LHS. We may be able to focus our resources in other areas given that LHS currently has and continues to build a strong, county-wide collection.

Fairfield County

- Need to enhance collection in all categories
- Continue to add signed/labeled examples and examples with strong histories of ownership

New Haven County

- Need to enhance collection in most categories, but there is no need for duplication.
- What is the current status of the New Haven Colony Historical Society?
- Continue to add signed/labeled examples and examples with strong histories of ownership

Middlesex County

- Need to enhance collection in most categories
- Block and shell chest
- Continue to add signed/labeled examples and examples with strong histories of ownership

New London County

- CHS collection is very deep and strong in Colchester case pieces
- Need to enhance collection in most categories in other areas, such as Stonington area
- Stonington highboy
- Block and shell chest
- Continue to add signed/labeled examples and examples with strong histories of ownership

VI. Furniture Acquisition Policy

The Connecticut Historical Society maintains the nation's largest collection of furniture made in Connecticut. It has been identified by consensus as a "destination" or "must see" collection for scholars, collectors, woodworkers, furniture designers, heritage visitors, and other enthusiasts.

The collection's principal strengths are in 17th and 18th century furniture from Hartford County and late 18th century case furniture from New London County. Other periods and regions of the state are currently represented in more limited fashion. This distribution is largely the result of two major gifts: the bequest of George Dudley Seymour in 1945, and a series of gifts by Frederick K. and Margaret R. Barbour in the late 1950s and '60s.

In order for the collection to maintain its current status, it must continue to evolve and fill chronologic, regional and stylistic gaps, as well as to reflect advances in furniture scholarship. A static collection would quickly lose relevance and appeal to many of the audiences listed above. A vibrant destination collection should provide scholars and other interested parties with "fresh" source material well into the future.

In seeking to understand, refine, focus, and strengthen the collection, the following measures have been undertaken intermittently over the past 50 years by a succession of CHS staff, volunteers, and committees:

- Publication of the Seymour and Barbour collections, as well as much of the 17th and 18th century seating and case furniture from Hartford and New London Counties.
- Deaccessioning of portions of the Seymour and Barbour collections, as well as other objects, considered to be redundant, heavily restored, in poor condition, or out of scope. This process was initiated by Robert Trent in the 1980s and continues to the present.
- Ongoing evaluation of quality, condition, and suitability of objects remaining in the collection for possible upgrading or replacement.
- Periodic addition of new objects by gift or purchase to fill gaps, add dimension, or otherwise enhance the collection. For the most part, these acquisitions have augmented existing strengths and have occurred in random fashion as they were offered or became available.

The major constraint to further enlarging the collection has been the lack of adequate exhibition and storage space. Recent offers of potentially worthy examples of large case furniture have, once again, brought this limitation into sharp focus. An additional handicap has been the availability of funds adequate for the purchase of major "museum-quality" objects.

With this in mind, the Collections Steering Committee has been charged with establishing a policy applicable to future furniture acquisitions. The authors of this document believe strongly that, even with constraints of space and funds, a destination collection can and must be refined and improved. Deficiencies can be remedied, poor examples replaced with better ones, and redundant or inappropriate objects deaccessioned, lent to appropriate institutions, or moved to other storage areas.

We recommend the following measures be taken for the furniture collection as part of the next three year CHS Strategic Plan:

- Continued assessment of the collection with deaccessioning as appropriate. The Seymour Collection, in particular, merits further attention. This process will assist in the identification of deficiencies and provide guidance for future collecting efforts.
- Consideration of creating additional space by moving large objects of limited interest (e.g., sofas and sideboards), to a different location or lending them to another qualified institution.
- Selectively upgrading parts of the collection, such as the deplorable assortment of candlestands and stand tables, with appropriate replacements.
- Selective addition of “new” objects as space and resources permit, provided they meet accepted standards of condition, meet a need, and provide a historical context consistent with the CHS mission statement. Whenever possible, such acquisitions should provide links to other materials in the collection and stimulate further research.
- Special attention should be given to acquiring furniture of Connecticut origin from the 19th and 20th centuries. The term “Connecticut origin” in this context requires further discussion and definition, especially in regard to mass production, mass consumption, and mass marketing when “used in Connecticut” may be enough justification for accessioning an object.
- Case furniture, because of space constraints, should be acquired only if it meets the highest standards of condition and quality, fills a critical gap, or meets a specific (e.g., exhibition) need.
- Engage in discussions with other institutions seeking to eliminate or downsize their furniture collections in an attempt to obtain relevant objects through gift, exchange, or “bargain sale.”
- Periodically publish deaccessioning efforts and “want lists” in an effort to attract suitable gifts from members and others.
- Continue analysis and encourage publication of objects in the collection to enhance understanding and appreciation of its riches.

Respectfully submitted,

Thomas P. Kugelman, Chair
Kevin G. Ferrigno
December 2010