



Boston Children's Museum
308 Congress Street
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ARCHIVES Finding Aid

Accession #: A 2018.15 Date(s) Accessioned: 2018 October 29
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Board of Trustees Collection 1911-Present

Descriptive Summary

Collection ID: A 2018.15

Repository: Boston Children's Museum Archives

Title: Board of Trustees Collection

Creator(s): Boston Children's Museum Board of Trustees

Dates: 1911-Present

Extent: 5 linear feet; 7 boxes

Language(s) of Materials: English

Abstract: The Board of Trustees Collection includes materials from the early founding of the Museum, including leases and bylaws, as well as meeting minutes, correspondence, and reports from the founding to the present.

Conditions of Access and Use

Conditions Governing Access: Collection is open for research. Researchers must sign a permission form to use the collection.

Conditions Governing Reproduction and Use: Copyright belongs to Boston Children's Museum. All requests for permission to publish or quote for publication must be submitted in writing to the Archives. Permission for publication is given on behalf of Boston Children's Museum as the owner of the physical items and as the owner of copyright in items.

Citation: [Item, Folder, Box,] Board of Trustees Collection, Boston Children's Museum Archives, Boston, MA.

Acquisition Information

Provenance/Custodial History: The majority of the Board of Trustees Collection materials were found during the 2017 inventory of the 2006 Centennial Collection. It is unknown where the materials were located pre-2006.

Accruals: Accruals are expected annually for the Board of Trustees Collection.

Background Information

Organizational Note: Founded in 1913 by the Science Teachers' Bureau, Boston Children's Museum serves children, families, and educators, as a nonprofit educational institution. In its earliest years, the Museum provided resources for teachers and students, as a center for the exchange of materials and ideas to advance the teaching of science. Throughout the years and to the present day, the Museum's exhibitions focus on science, culture, environmental awareness, health & fitness, and the arts. In addition to exhibitions, Museum educators develop numerous programs and activities that address literacy, performing arts, science and math, visual arts, cultures, and health and wellness. The Museum is also one of the few children's museums in the world to maintain a collection. The Museum's collections of Americana, Natural History, Global Culture, Native American, Dolls and Dollhouses, and Japanese artifacts encompass more than 50,000 items.

Collection Information

Scope and Content: The Board of Trustees Collection contains founding records (such as the address given at the opening, the prospectus of the Science Teachers' Bureau, and the bylaws and constitution) as well as correspondence, meeting minutes from various committees (including building, executive, and governance), and official reports up to the present. Included are photographs with given captions and context.

Processing Information

Processed by: Caroline Turner, 2018; Materials added by Caroline Turner, 2019.

Archivists Note: This collection was accessioned in October 2018 and separated from the 2006 Centennial Collection materials. This collection has no known original order, as the Board of Trustee materials were previously pulled from unknown records boxes that were either stored at the Museum or also at the offsite Iron Mountain storage. After an inventory of pulled Centennial materials, the Board of Trustees records were pulled and placed together to form the Board of Trustees Collection.

Rules or Conventions of Finding Aid: Prepared following Describing Archives: A Content Standard (DACS).

Contents Inventory

Box 1

<i>Folder Titles</i>	<i>Dates</i>
<i>Founding Records and Manuscripts</i>	<i>1911-1937</i>
<i>Museum Drafts and Records</i>	<i>1912-1933</i>
<i>The Children's Museum of Boston: An Account of its Origin</i>	<i>c. 1920-1930</i>
<i>By-Laws, Correspondence, and Misc. Documents</i>	<i>1920-1959</i>
<i>Pine Bank Lease Correspondences</i>	<i>1914-1915</i>
<i>Constitution, Bylaws, Incorporation Papers, Correspondence</i>	<i>1914-1915</i>
<i>Records and Correspondence</i>	<i>1914-1915</i>
<i>Records and Correspondence</i>	<i>1916-1920</i>

Box 2

<i>Folder Titles</i>	<i>Dates</i>
<i>Correspondence about Museum Issues</i>	<i>1926-1943</i>
<i>Board Member Invitation and Radio Address</i>	<i>1934-1936</i>
<i>Correspondence</i>	<i>1939-1957</i>
<i>Correspondence about Museum Additions and Funding</i>	<i>1954</i>
<i>Board Correspondence</i>	<i>1953-1961</i>
<i>Correspondence about Funding</i>	<i>1953-1960</i>
<i>Meeting Minutes</i>	<i>c. 1925-1935</i>
<i>Special Committee Meetings</i>	<i>1927</i>
<i>Meeting Notes</i>	<i>1928</i>
<i>Meeting Notes</i>	<i>1935</i>
<i>Minutes of Committee Meetings</i>	<i>1937-1944</i>
<i>Meeting Minutes</i>	<i>1954</i>
<i>Burroughs Street Property Purchase</i>	<i>1931-1941</i>
<i>Appeals and Records</i>	<i>1931-1963</i>
<i>Treasurer Financial Statements, Appeals</i>	<i>1939-1950</i>
<i>Board-Director Report</i>	<i>1960</i>
<i>Mrs. W.H. Churchill-Report to the Board of Trustees</i>	<i>1962</i>
<i>Report to the Facilities Committee</i>	<i>1966</i>
<i>Correspondence, Reports, Meeting Minutes</i>	<i>1927-1943</i>
<i>Board- Budget Meetings</i>	<i>1982-1984</i>
<i>Trustee & Overseer Guidebook</i>	<i>1996-1997</i>
<i>FY 2004 Executive Committee</i>	<i>2003-2004</i>
<i>Candidate for Trustee: Introduction Packet</i>	<i>2003-2004</i>

Box 3

<i>Folder Titles</i>	<i>Dates</i>
<i>Candidate for Overseer: Introduction Packet</i>	<i>2003-2004</i>
<i>FY 2005 Executive Committee ½</i>	<i>2004-2005</i>
<i>FY 2005 Executive Committee 2/2</i>	<i>2004-2005</i>
<i>FY 2005 Governance Committee</i>	<i>2004-2005</i>
<i>Building Committee Meeting Minutes</i>	<i>2004-2005</i>
<i>AAM Accreditation</i>	<i>2005</i>
<i>Trustee & Overseer Handbook</i>	<i>2004-2005</i>
<i>FY 2006 Executive Committee</i>	<i>2005-2006</i>
<i>Board Manual</i>	<i>2005-2006</i>

Box 4

<i>Folder Titles</i>	<i>Dates</i>
<i>FY 2007 Executive Committee</i>	<i>2006-2007</i>
<i>FY 2007 Exhibits & Programs Committee</i>	<i>2006-2007</i>
<i>FY 2007 Go Kids Task Force</i>	<i>2006-2007</i>
<i>FY 2007 Phase II Task Force</i>	<i>2006-2007</i>
<i>FY 2008 Executive Committee</i>	<i>2007-2008</i>
<i>FY 2009 Executive Committee</i>	<i>2008-2009</i>
<i>Board Handbook</i>	<i>2010</i>
<i>Board Handbook</i>	<i>2017-2018</i>
<i>Annual Meeting Invitation</i>	<i>2000</i>

Box 145

<i>Folder Titles</i>	<i>Dates</i>
<i>Meeting Minutes</i>	<i>1914-1934</i>

Box 146

<i>Folder Titles</i>	<i>Dates</i>
<i>Meeting Minutes</i>	<i>1935-1960</i>

Box 147

<i>Folder Titles</i>	<i>Dates</i>
<i>Meeting Minutes</i>	<i>1961-1974</i>