

# THE TEXAS ROOM DISPATCH

A Publication of the Friends of the Texas Room  
(Incorporated November 27th, 2002)  
Volume 16, Number 2, April 2018

**Monday, April 30th, 2018, Meeting**

The Julia Ideson Building, Houston Public Library, first-floor auditorium,  
500 McKinney Avenue

**6:00 – 6:30 Reception**

**6:30 Program**

**PROGRAM**

Mr. Andrew Hall,

Volunteer with the Texas Historical Commission  
in investigating shipwrecks,

will speak on the topic

"Galveston/Houston Packets: Steamboats on Buffalo Bayou."

Free parking, with validation at the meeting, is available in the garage under the Jones Building accessed from Lamar Avenue. Parking is also available in the Smith Garage located at 1100 Smith Street next to the Pappas restaurant. The garage entrance is on Smith Street. A flat parking fee of \$5.00 is charged after 5:00 pm.

Free parking is also available on the nearby streets after 6:00 pm.

All attendees need to enter the Julia Ideson Building from the main entrance across the plaza from the Central Library.

**VISIT THE FRIENDS OF THE TEXAS ROOM WEBSITE!**

**[www.friendsofthetexasroom.org](http://www.friendsofthetexasroom.org)**

## **INSIDE THIS EDITION OF *THE TEXAS ROOM DISPATCH***

Minutes of the January 29th, 2018, General Meeting

News from the Texas Room, by Laney Chavez, Manager of the Texas Room/HMRC

Friends of the Texas Room Policies

Cultural Matching Gifts

Friends of the Texas Room: Who We Are

How to Contact Friends of the Texas Room

How to Contact the *Texas Room Dispatch*

Membership Application

## **MINUTES OF THE OCTOBER 30<sup>th</sup>, 2017, GENERAL MEETING**

The meeting was called to order at 6:30 pm by FTxr Director Nancy Burch.

Minutes of the prior quarterly meeting were presented and approved.

Director Burch next introduced the evening's speaker, Randolph K. Tibbits, independent curator and researcher specializing in Houston art history of the early twentieth century, who spoke on the topic "Emma Richardson Cherry: Houston's First Modern Artist." After his presentation, the speaker answered questions from the audience.

The meeting concluded at 8:00 pm.

Respectfully submitted,

Charles Maynard, Secretary

## **NEWS FROM THE TEXAS ROOM**

By Laney Chavez, HMRC Manager



McKinney Entrance to the Julia Ideson Building, Photo by Joel Draut

HMRC recently acquired a software that will significantly improve customer access to our archival collections while consolidating all information about a collection into one spot to help staff manage and process them. Previously HMRC had been making do with the Library's catalog system, which is designed for books, not archival materials. While the catalog excels at the task it was intended to do, it is not as good at managing archival collections' numerous boxes or extensive finding aids.

ArchivesSpace is an open source web application for managing archives information. The application is designed to support core functions in archives administration such as adding collections to the archive; describing and arranging archival materials including analog, hybrid, and born-digital content; and management of physical locations within the stacks. ArchivesSpace is a software used by numerous other archives around the

city including the University of Houston Special Collections and the Woodson Research Center at Rice University.

This software is going to become our “one stop shop” for questions about archival materials. All archival collections will be added to the system. Processed collections that are completed will be published to a public site where anyone can view them, in the Texas Room or at home with no library card required. Any changes that need to be made, such as adding additions to collections, can be made and them immediately updated to the public site so customers always see the most up to date information about each collection.

The application supports collection management through the tracking of events in the life of a collection like when we received it and when it was processed, and a growing number of administrative reports. HMRC has already added the records of when we acquired each collection. HMRC will be adding the locations of every box of archival materials in the stacks to ArchivesSpace so that we can run reports detailing how many linear feet we have in our collections; how much space is available in the stacks; and what size box fits into the available shelves.

A range of access levels are available so our team of volunteers can help us add every finding aid to the system with access tailored to their comfort with computers. A volunteer can even work on this system from home if they are unable to come into the archive.

ArchivesSpace is an excellent tool specifically designed with the needs of an archive in mind that is continually being refined and updated by the archival community. Our use of this software will allow us to provide quick and easy access to our archival collections to our users and the broader Houston community. Look for the URL to the public finding aids site coming soon!

## **Programs and Events**

**Book Snake Craft – April 23<sup>rd</sup>, 2018; 3:30 - 4:30 p.m.,** Young Neighborhood Library

Celebrate Preservation Week with the Houston Metropolitan Research Center by making book snakes (a weight for holding books open). Children and their families will enjoy this fun and easy craft while learning basic techniques for handling books with care.

**Food and Family – Memories on our Taste Buds - April 26<sup>th</sup>, 2018; 6:30 - 7:30 p.m.,**  
Clayton Guest House

Food plays an important part in family history. Traditions and memories are created and passed down around the dining room table. Staff from the Houston Metropolitan Research Center and Clayton Library Center will present a history of food and family, resources for tradition research, and preservation of those books and recipe cards that are passed through generations.

**Rare Books Room Showcase - May 10<sup>th</sup>, 2018; 6:30-7:30 p.m.,** Julia Ideson Building,  
Texas Room

HMRC will showcase rare, interesting, and unique items from the Rare Books Room/HMRC Vault. This is a rare opportunity for our customers to see, touch, and learn about some of the most precious treasures in our collection.

**Where's the Book on My House?: How to Research a Historic Property- May 17<sup>th</sup>,**  
**2018; 6:00 - 7:30 p.m.,** Julia Ideson Building, Meldrum Room

HMRC's Architectural Archivist will give a basic overview of how to research a historic property, highlighting useful resources in HMRC collections. This program includes a tour of the Texas Room.

**Where's the Book on My House? : How to Research a Historic Property- June 14,**  
**2018; 6:30 to 7:30 p.m.,** Julia Ideson Building, Texas Room

The Architectural Archivist from HMRC will present on the resources in their collections that are useful in historic property research. While this talk will cover research material about most of Houston, Heights-specific sources will be highlighted.

**Julia Ideson Building Tour- May 5<sup>th</sup>, June 2<sup>nd</sup>, and July 7<sup>th</sup>; 11:00 a.m.**

Join us on the first Saturday of every month for a tour of the historic Julia Ideson Building. Formerly Houston Public Library's "Central" Branch, the Julia Ideson Building is a beautiful Spanish Renaissance Revival (Plateresque)-style building in the heart of downtown. Learn about the history and use of the building, the renovations and

additions, as well as the significance of its art and architecture. Free one-hour tours of the Ideson Building begin at 11:00 a.m. at the reception desk in the lobby. Tours are available on a first come basis and are limited to 20 people. If you would like to schedule a tour for a group of 10 or more, please contact 832-393-1662.

## **2018 Membership Benefits**

### **Photograph Reproductions**

Each 2018 member of the Friends of the Texas Room is allowed up to five photographic reproductions at half-price this year. Image sizes available at half-price are:

- 5x7 print (\$12.50 normally costs \$6.25)
- 8x10 print (\$18.00 normally costs \$9.00)

Please note: Requests for the five half-price photograph reproductions need to be directed to me at [Laney.Chavez@houstontx.gov](mailto:Laney.Chavez@houstontx.gov) for tracking purposes and to ensure the Photo Lab processes the payment correctly.

## **Volunteers**

HMRC can use volunteers who want to help going through archival collections box by box to determine what is in them. HMRC can also use volunteers who want to help create lesson plans incorporating primary sources from HMRC's collections. HMRC is also still seeking talented individuals to serve as tour guides and volunteer educators to ensure that all visitors to the HMRC and Julia Ideson Building have an enriched experience.

We are looking for docents who are:

- Passionate and Curious about Texas and Houston history.
- Committed to engaging the visitors to the Houston Metropolitan Research Center and the Julia Ideson Building in a rewarding and educational experience.
- Well-prepared for diverse questions and expressions of interest regarding the history of the Julia Ideson Building and HMRC's various collections.

Duties will include but are not limited to:

- Walking tours of the Julia Ideson Building and grounds
- Orientations to the Texas Room, Reading Room, and/or Exhibit Hall
- Instruction on history topics

- Guided informational visits to exhibits and installations

If any of these opportunities interest you, please contact Laney Chavez ([Laney.Chavez@houstontx.gov](mailto:Laney.Chavez@houstontx.gov)) to discuss further.

## **Texas Room Hours**

The Texas Room hours are:

Monday: Closed

Tuesday: 10:00 - 6:00

Wednesday: 10:00 – 6:00

Thursday: 12:00 -8:00

Friday: 10:00 – 5:00

Saturday: 10:00 – 5:00

Sunday: Closed

## **FTxR MEMBERSHIP BENEFITS**

- Quarterly issues of the *Texas Room Dispatch*.
- Quarterly meetings featuring outstanding speakers on local history.
- Preservation consultation sessions with the HMRC staff members on preserving family documents and memorabilia. Sessions are conducted twice a year on Fridays when the Texas Room is normally closed.
- Research Lock-Ins twice a year on a Friday. HMRC staff members will provide one-on-one research consultation to FTxR members.
- Five photographic reproductions at half-price this year. Image sizes available at half-price are:
  - 5x7 print (\$6.25/normally costs \$12.50)
  - 8x10 print (\$9.00/ normally costs \$18.00)

(Please note: Requests for the five half-price photograph reproductions need to be directed to [Laney.Chavez@houstontx.gov](mailto:Laney.Chavez@houstontx.gov) for tracking purposes and to ensure the Photo Lab processes the payment correctly.)

## **WHAT OUR FRIENDS ARE DOING**

Please contact Jeff Lindemann, editor of the *Texas Room Dispatch* ([lindemann@SBCglobal.net](mailto:lindemann@SBCglobal.net)), with information about your volunteer service at the HMRC and about projects you are working on that utilize HMRC resources.

## **FRIENDS OF THE TEXAS ROOM POLICIES**

The FTxR policies relate to the Houston Metropolitan Research Center which includes the Collections of the Archives and Manuscripts Department, the Texas and Local History Department, and the Special Collections Department of the Houston Public Library.

### **A. Contributions**

From time to time, the Friends of the Texas Room will purchase and contribute to the Houston Metropolitan Research Center of the Houston Public Library items that will enrich and enhance the above-named collections and ensure their preservation.

All such contributions will be purchased by the Friends directly and then given to the Library with specific stipulations as to how such contributions are to be used by the Library to enhance and ensure the preservation of the HMRC collections.

The Friends will give no money directly to the Library.

The Friends will not buy expendable supplies for the Library.

The Friends will not fund Library personnel.

### **B. Relationship to Administration and Staff**

The Friends of the Texas Room is not to be involved in the administrative or employee actions of the Center, except that the Friends can question policies which, in its opinion, negatively impact the ability of the Center to provide service to the public.

## **CULTURAL MATCHING GIFTS**

Are you or your spouse working for or retired from a corporation which makes cultural matching grants or volunteer involvement awards if you give to or do volunteer work for a cultural institution?

Will your employer match your gifts to cultural institutions that qualify under Section 501(c) (3) of the Internal Revenue Service Code?

The Friends of the Texas Room has such a qualification. Send your corporation's cultural matching funds form with your check for membership in FTxR. If you volunteer your time as an officer of FTxR or in the Texas Room or HMRC, keep track of your hours and turn them in to your corporation so that the FTxR may obtain a grant from your corporation's program. This is "found money" for FTxR and can be used towards making a difference to the Texas Room and HMRC.

## **FRIENDS OF THE TEXAS ROOM: WHO WE ARE**

*Mission:* The Friends of the Texas Room seeks to support the collections of the Texas and Local History Department, the Archives and Manuscripts Department, and the

Special Collections Department of the Houston Metropolitan Research Center of the Houston Public Library.

**2018 Board of Directors:**

President: Dorothy Knox Houghton

Vice President: Susan Teich

Secretary: Charles Maynard

Treasurer: Frank Jones

Directors: Nancy Burch, Anthony Cavender, Carol Haddock, Jeff Lindemann, Catherine McCulley, Randall McKinney II, and George Werner

**HOW TO CONTACT THE FRIENDS OF THE TEXAS ROOM**

Membership applications, dues, donations, and mail for Board Members should be sent to the following address:

Friends of the Texas Room  
P. O. Box 27827  
Houston, Texas 77227-7827

**HOW TO CONTACT THE TEXAS ROOM DISPATCH**

Submissions and comments for the *Texas Room Dispatch* should be emailed to the editor, Jeff Lindemann, at [lindemann@SBCglobal.net](mailto:lindemann@SBCglobal.net) or sent to his home address:

Jeff Lindemann, Editor  
*Texas Room Dispatch*  
3405 Roseland, Houston, Texas 77006



**FRIENDS OF THE TEXAS ROOM**

**2018 MEMBERSHIP APPLICATION**

Membership Year: 1/1/2018 – 12/31/2018

Mail with dues to:

P.O. BOX 27827 HOUSTON, TEXAS 77227-7827

Or apply and pay with PAYPAL online at: **www.friendsofthetexasroom.org**

DATE: \_\_\_\_\_

Check applicable: \_\_\_\_\_ RENEWING APPLICATION \_\_\_\_\_ NEW APPLICATION

FIRST PERSON: \_\_\_\_\_ SECOND PERSON AT SAME ADDRESS (if applicable): \_\_\_\_\_

\_\_\_\_\_  
*first name, middle, last name*

\_\_\_\_\_  
*first name, middle, last name*

MAILING ADDRESS (include street or P.O.): \_\_\_\_\_

CITY/TOWN: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP +4: \_\_\_\_\_

**TELEPHONE, FAX, EMAIL**

**FIRST PERSON:**

**SECOND PERSON (if different)**

HOME: \_\_\_\_\_

HOME: \_\_\_\_\_

OFFICE: \_\_\_\_\_

OFFICE: \_\_\_\_\_

FAX: \_\_\_\_\_

FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**MEMBERSHIP CATEGORY (please check category)**

\_\_\_\_\_ Benefactor \$500

\_\_\_\_\_ Patron \$250

\_\_\_\_\_ Sponsor \$100

\_\_\_\_\_ Donor \$50

\_\_\_\_\_ Family \$30

\_\_\_\_\_ Individual \$20

\_\_\_\_\_ Senior \$10

\_\_\_\_\_ Student \$10

**NOTE:** Friends of the Texas Room is a tax-exempt, nonprofit organization operating under IRS Code 501(c) (3). Membership and additional contributions over and above membership are tax deductible to the extent of the law. Is your gift eligible as a “matching gift” from an employer or other entity? If so, please give the name and include the appropriate form.

**Additional contribution: \$** \_\_\_\_\_

**TOTAL AMOUNT ENCLOSED: (Membership plus contribution): \$** \_\_\_\_\_

**VOLUNTEER INTERESTS:** Please check below to volunteer for FTR activities or library services:

\_\_\_ **COLLECTIONS VOLUNTEER:** Be trained and increase your own knowledge about research techniques.

\_\_\_ **NEWSLETTER:** Writing articles about materials in the collections or reporting on related activities.

\_\_\_ **MEMBERSHIP:** Maintain up-to-date membership list and send out renewal notices.

\_\_\_ **HOSPITALITY:** Meeting room preparations, greeting people, refreshments when needed, etc.

\_\_\_ **PROGRAMS:** Help develop programs or special seminars or workshops.

\_\_\_ **PUBLIC RELATIONS:** Developing posters, displays, news releases, handouts, etc.

\_\_\_ **SPECIAL PROJECTS**

\_\_\_ **OTHER:** \_\_\_\_\_