

Suzanne Quigley
art & artifact services, LLC
cell: 917 676 9039
sq@ArtAndArtifactServices.com
www.ArtAndArtifactServices.com

Providing consulting & art management services to collections, artists, estates, foundations, museums and galleries. Selected projects include:

Architecture Biennale, Venice, Italy 2010

Manage logistics for packing, consolidation, shipping by air and sea, installation for the US Pavilion presenting ***Workshopping: An American Model of Architectural Practice***, curated by Michael Rooks and Jonathan D. Solomon (7 architectural practices)

Estate of a conservator in private practice, NYC 2009-2010

Document all works in conservators studio, research ownership, work with legal counsel to fulfill due diligence requirements to assert title (publication, letters of intent, research through Art Loss Register), identify storage options, pack art works, assist with sale of conservation equipment and supplies. (approx 400 works)

UNCF, Fairfax, VA 2009 –

Benny Andrews Legacy Project. Management of documentation, condition assessment and photography of artworks bequeathed by Benny Andrews to the United Negro College Fund; development of criteria for final dispersal to HBCU's; development of budget for website and small touring exhibition (approx 350 works)

Artists' works and their private collection, NYC 2009 -

Inventory & documentation of two separate bodies of work (one of which is time-based media) plus the private collection of works by others, archival rehousing and recommendations for media preservation.

Private collection, NYC since 2009

Scheduling and supervision of collection and archive move to reduced space (5,000 sq ft to 2500 sq ft), design of new space, obtain bids and materials, coordination with trades & vendors supervision of five art handlers, inventory, ongoing collection management

Haunch of Venison Gallery, NYC 2008

Supervision of installation/deinstallation, management of domestic and foreign dispersal for the exhibition: ***Abstract Expressionism: A World Elsewhere***, curated by David Anfam

Artist's collection NYC since 2008

Collection inventory, cataloging, documentation, rehousing, loan management, move selection of works to commercial fine arts warehouse, provide data to appraiser (approx. 2600 works)

Private collection, NYC & North Salem, NY since 2006

Work with architects to design a purpose-built 2500 sq ft storage space below grade, in new three story building; overall collection management (loans, acquisitions, sales, inventory, documentation, re-housing, etc.); logistics for collection move, supervision of art handling, framing, photography & conservation projects, (approx. 1700 works)

Private collection, NYC & Amagansett, NY 2007-2008

Fine art and antiques inventory and documentation; organization of professional photography (approx. 850 objects)

Private collection (Joy of Giving Something), NYC 2007-2008

Inventory, insurance management assessment, design and outfit new commercial fine arts storage space (3,300 sq ft.), manage subsequent collection move, hire registrar (approx. 10,000 photographs)

Fifth Floor Foundation, NYC 2007-2008

Rights clearance project for website "AboutDrawing.org"

The Contemporary Museum, Honolulu 2006-2008

All logistical arrangements, budget development, contract review, loan management, couriering and installation supervision for 4-venue tour of the exhibition, ***Dreaming of a Speech Without Words: The Paintings and Early Objects of H.C. Westermann***, curated by Michael Rooks.

South Street Seaport Museum, NYC 2007

Assessment of storage with recommendations for consolidation and renovation

Rubin Museum of Himalayan Art, NYC 2006-2007

Emergency Plan, collection inventory, processing year-end gifts

Romare Bearden Foundation, NYC 2006-2007, 2009

Condition reports for collection works, general advising. Condition reports and packing supervision for touring exhibition managed by Landau

Artist Pension Trust, NYC 2006

Policy, procedure and forms for intake of media-based art works

AI Held Foundation, NY 2005-2008, 2009, 2010

Estate inventory in preparation for appraisal, database development, re-housing with archival materials, general collection & archives organization and management, and registration services. Consulting (approx 2300 works; approx. 33 linear ft. of archives)

EMPLOYMENT

1999 - 2005 - Whitney Museum of American Art, Head Registrar, Collections & Exhibitions.

Develop and oversee all policies and procedures for museum registration and exhibition management. Develop and oversee annual operating budget (approx. \$2M), special project budgets (up to \$1.2M), and exhibition budgets of all sizes. Manage fine arts insurance program; manage selection and implementation of computer system; design and manage regular inventories; grant writing. Supervise, hire and train 16 full-time registration, documentation and art handling staff, temporary staff, interns, and volunteers. Provide oversight for registration at branch museum(s) and Whitney Independent Study Program (ISP) exhibitions. Project manager: renovation of 32,000 sq. ft. painting and sculpture storage including climate control and security; installation of cold storage vault for photography and film-based materials.

1995-1999 - Solomon R. Guggenheim Museum, Head Registrar, Collections and Exhibitions.

Develop and oversee all policies and procedures for museum registration and exhibition management. Develop and oversee annual operating budget (approx. \$2M), capital project budgets and exhibition budgets of all sizes. Manage fine arts insurance and international indemnifications; manage selection and implementation of computer system. Supervise, hire and train 15 full-time registration, documentation and art handling staff, temporary staff, interns, and volunteers. Advise and assist in the development of policies and procedures for museum registration at Peggy Guggenheim Collection, Venice, Guggenheim Museum Bilbao, and Deutsche Guggenheim Berlin.

1989-1995 - Detroit Institute of Arts, Head Registrar

Develop and oversee all policies and procedures for museum registration and exhibition management. Oversee annual operating budget, special project budgets, and exhibition budgets of all sizes. Grant writing. Manage fine arts insurance program, manage selection and implementation of computer system. Supervise, hire and train 9 full-time registration, documentation and art handling staff, 2 part-time staff, consultants, temporary staff, interns and volunteers.

1988-89 - Detroit Institute of Arts, Senior Registrar for Collections.

Evaluate effectiveness of existing collection management system (DARIS) including statewide network. Plan and execute collection-wide inventories. Accession and deaccession collection objects. Manage collection storage. Supervise 5 full-time staff, plus interns and volunteers.

1986-88 - Olin Library, Kenyon College, Audio-Visual Resources Librarian

Develop policy, procedures, budget and collection for library's new A-V department. Supervise A-V services including film and tape rental, and equipment service. Upgrade and develop Visual Resources collections and services. Develop and implement computerized collection management for 70,000 slides. Provide library reference services and instruct students in information literacy. Liaise with fine and performing arts departments on campus advising faculty on collection development with respect to all library resources. Hire, train and supervise 2 full-time staff members and 22 work-study students.

1983-86 - Helen Allen Textile Collection, UW -Madison, Curatorial Project Assistant.

Design and implement collection database. Edit materials for videodisk. Supervise and train data entry staff and department faculty system use. Answer correspondence regarding videodisk project (queries, sales, etc.). Write cataloging manual.

1985-86 Elvehjem Museum of Art, UW-Madison, Assistant to the Registrar. Assist with object registration. Develop object location database. Perform inventory. Propose modifications for Museum's forms. Organize Museum's photographic archives.

EDUCATION

MLS, Library and Information Studies, May 1986, UW-Madison
36 credits in MA Art History program, UW-Madison 1983-86.

Thesis, Planetenkinder by Hans Sebald Beham.

Special graduate course work:

Special Collections (paper & exhibit, Artists' Books)

Advanced Cataloging (paper, "Cataloging Artists' Books")

Archives Administration

BFA, Painting (magna cum laude), May 1983, UW-Madison

PROFESSIONAL MEMBERSHIPS

American Association of Museums (AAM)
Registrar's Committee of the AAM (AAM-RC)
PACIN – Packing, Art handling & Crating Information Network
ArtTable
IMAP - Independent Media Arts Preservation

GRANTS & SCHOLARSHIPS

American Legal Institute-American Bar Association Scholarship, 1990, 1992, 1994, 1997, 2000, 2001, 2002, 2004, 2005
Mellon Foundation Faculty Grant, Kenyon College, 1987.
Kress Foundation Research Grant, 1985-86.
Vilas Fellowship, 1983-84 (Graduate School, UW-Madison)
George C. Marshall Grant, 1981 (3 months study in Copenhagen, American Scandinavian Foundation)

SELECTED PUBLICATIONS

OnContract, website of professionals available worldwide for registration contract work
<http://www.panix.com/~squigle/OnContract/menu.html> 2000 -- 2010
R.A.R.I.N., website (Rights & Reproduction Information Network)
<http://www.panix.com/~squigle/rarin/01rcsite.html> 1999 -- 2008
Museum Registration Methods, 4th ed. revised, AAM, 1998. "Computerized Systems", section editor, contributor.
Spectra, (quarterly journal of the Museum Computer Network), editor 1993-8.
"How to Broaden the Visual Resources Collection to Serve the Whole College", in Art Libraries Journal. May 1988.
Helen Allen Textile Collection Video Disc, editor. Madison: Board of Regents, UW-Madison, 1986.
Helen Allen Textile Collection Video Disc Index, vols. 1 & 2, Assistant to the Project Director. Madison: Board of Regents, UW-Madison, 1986.

SELECTED PAPERS, WORKSHOPS & PANELS

Innovative Management of Irritating Artifacts: Snowballs and Gingerbread Men, Earthworks and Q-tips, Meat Chairs and Vaseline Barbells, AAM Annual Meeting, New Orleans, LA 2004 (panel organizer and speaker)
Downsizing and Collections Management, ALI-ABA Legal Issues in Museum Management, New York, NY, 2004 (invited speaker)
Collection and Exhibition Management: Budget and Process, Art Museum Administrators Annual Conference, Newark, NJ, 2003 (invited panelist)
New Media Miasma: Registration of Ones and Zeros, Magnetic Tape, Film and their Machines, AAM Annual Meeting, Dallas, TX, 2002 (panel organizer and speaker)
NINCH Town Meeting on Copyright, Museum Computer Network Annual Meeting, Cincinnati, OH 2001 (invited panelist)
Nuts & Bolts of Copyright, daylong workshop AAM Annual Meeting, Baltimore, MD, 2000 (workshop organizer and moderator)
The Big Ticket: The Microcosm and Macrocosm of Exhibition Budget Planning, AAM Annual Meeting, Atlanta, GA, 1997 (session organizer and presenter)
A Model for a Nordic Museum Computer Network, Nordisk Museer Information Teknologi Konferens, Copenhagen, Denmark, 1996 (invited plenary address)
Copyright Laws: Museum Compliance in the Age of Computer and Multi-media Technology, AAM Pre-conference 1-day workshop, Minneapolis, MN, May 1996 (co-organizer and panelist)
The Role of the Registrar in American Museums Museos ante el año 2000, University Complutense, Madrid, San Lorenzo de El Escorial, Spain, July 1995 (invited speaker)
Planning for Museum Automation Campbell Center for Historic Preservation Studies, Mt. Carroll, IL, July 1993, July 1994. (Instructor 3-day workshop)
Barcoding: Potential, Planning and Practice, Museum Computer Network Annual Meeting, Pittsburgh, PA, October 1992. (Panel organizer and chair)
Directions in and Feasibility of Successful Statewide Computer Networks for Museums, Texas Association of Museums, Beaumont, TX, 1989. (Invited paper, unpublished)
How to Broaden the Visual Resources Collection to Serve the Whole College, South East College Art Conference, Knoxville, TN, 1987. (Published paper)

PROFESSIONAL SERVICE

Member, RC-AAM Website Redesign Taskforce, 2009 -
Co-Chair, RARIN (Rights and Reproduction Information Network), a taskforce of the AAM Registrars
Committee, appointed 1997 - 2008
Member, Editorial Committee, AMICO (Art Museum Image Consortium), 1999 - 2003
Advisory Board, Museum Loan Network (MIT), 1997-99
Board Member, Museum Computer Network, 1991-97
Grant Reviewer: MAP II, 1993, 1995, 1999
IMS-GOS, 1991-2, 1993, 1994, 1995, 1997
NEH Access and Documentation 1989, 1990, 1994, 1996, 2003

CONTINUING EDUCATION

Legal Issues in Museum Management, ALI-ABA Course of Study. San Francisco, CA 2005, New York,
NY 2004, Los Angeles, CA, 2002, Washington, DC, 2001, Boston, MA, 2000 Washington, DC,
1997; St. Paul, MN, 1994; Chicago, IL, 1992; Houston, TX, 1990.
American Association of Museums Conference: New Orleans, LA, 2004, Houston, TX, 2002, Baltimore,
MD, 2000 Atlanta, GA, 1997; Minneapolis, MN, 1996; Philadelphia, PA, 1995; Seattle, WA,
1994; Baltimore, MD, 1992; New Orleans, LA, 1989.
Authenticity Issues in Photography, IFAR program, New York, 2004
Museum Computer Network Conference, Philadelphia, 1999, Ottawa, 1997; San Diego, CA, 1995;
Washington, DC, 1994; Seattle, WA, 1993; Pittsburgh, PA, 1992; Santa Monica, CA, 1991;
Richmond, VA, 1990; Chicago, IL, 1989.
European Registrars Conference, Wolfsburg 2004 (2 day conference on government indemnities,
expanding EU, unconventional materials & problem objects).
European Registrars Conference, Rome 2002 (2-day conference on security, couriering, loans,
insurance).
European Registrars Conference, Paris 2000. (2-day conference on registration profession issues)
European Registrars Conference, London 1998. (2-day conference on insurance, indemnities, customs
and import/export laws).
Insurance Seminar, College of Insurance, 1998, New York.
Image Databases, 1993. (1-day workshop with Howard Besser, Canadian Center for Architecture).
International Conference on Hypermedia and Interactivity in Museums; workshops on *Multimedia -
Design to Production* (with David Clark), *Designing On-line Publications*, and *Hypermedia
Authoring Systems* (with Paul Kahn), Cambridge, UK, 1993.
International Conference on Packing and Transportation of Paintings, London, 1991.
Museum Documentation Association *Indexing & Thesaurus Building Seminar*, Cambridge, UK, 1988.

ADDITIONAL INFORMATION

Fluent Danish; reading and oral competence in German. Extensive knowledge of software programs.
Interest in photography, contemporary art, travel. References available on request.