

MANHATTAN BEACH  
**HISTORICAL ARCHIVE  
AND PRESENTATION**

PROJECT PROPOSAL

## RECOMMENDATION

- Council approve Phase I for \$38,000.00 with a special emphasis on partnering with Jan Dennis to preserve her archive of materials and objects.

## MULTI-YEAR PROPOSAL TO MANHATTAN BEACH CITY COUNCIL ADDRESSING HISTORICAL ARCHIVES AND MATERIAL OWNED BY THE CITY.

The following presentation addresses the preservation of the historical archives and material managed by the Manhattan Beach Historical Society and owned by the City of Manhattan Beach . It is a multi-year phased plan including estimated costs. The plan is designed to address the urgent need to preserve the material and acquire important archives owned by private citizens that are potentially being gifted outside of the Community.

This document is intended to solicit specific direction from the City Council to address the future of the cities historical material.

# OUTCOMES

## Phase 4. FACILITY DEVELOPMENT

- Facility placed online to house exhibition and archive

## Phase 5. ONGOING DATABASE AND OBJECT ARCHIVE MANAGEMENT

- Educational programs partnering with MBUSD
- Ongoing development of database, collection, exhibition, and educational programs.

# PROJECT TEAM

## **Martin Betz, Cultural Arts Manager**

- Developed Archive/Collections Programs for: *Long Beach Museum of Art*, *Temecula Valley History Museum*, and the *Los Angeles Heritage Square Museum*. Participated in the historic *Playback 96'* conference in San Francisco focusing on the international preservation of analog electronic media.

## **Nieves Rocha, MBAC gallery Assistant**

- Majoring in photo preservation at CSULB

## **Eilen Stewart, MBAC Supervisor**

- Operations lead

## PHASE I COLLECTION ASSESSMENT



- In collaboration with **Historical Society** develop a records management protocol (what material needs to be archived vs. disposed of, etc.)
- Purchase Past Perfect V database system
- Catalog all materials in **Red House** collection
- Identify materials in other locations
- Develop a copyright and usage policy
- Develop an acquisition policy
- Move all important objects to MBAC Art Storage facility.

## I. COLLECTION ASSESSMENT



- Meet with Jan Dennis to propose an archive plan and assess her collection
- Preserve and Acquire Collection
- Develop location for her material to be donated

## PHASE I BUDGET

Past Perfect V archive database program with multiple licenses .....	\$1,000
Archival storage materials .....	\$2,000
Document scanner .....	\$700
Project staffing .....	\$35,000
Total .....	\$38,500



- In collaboration with **Historical Society** develop an agreed upon “story” that can be translated into an exhibition with available objects and documents

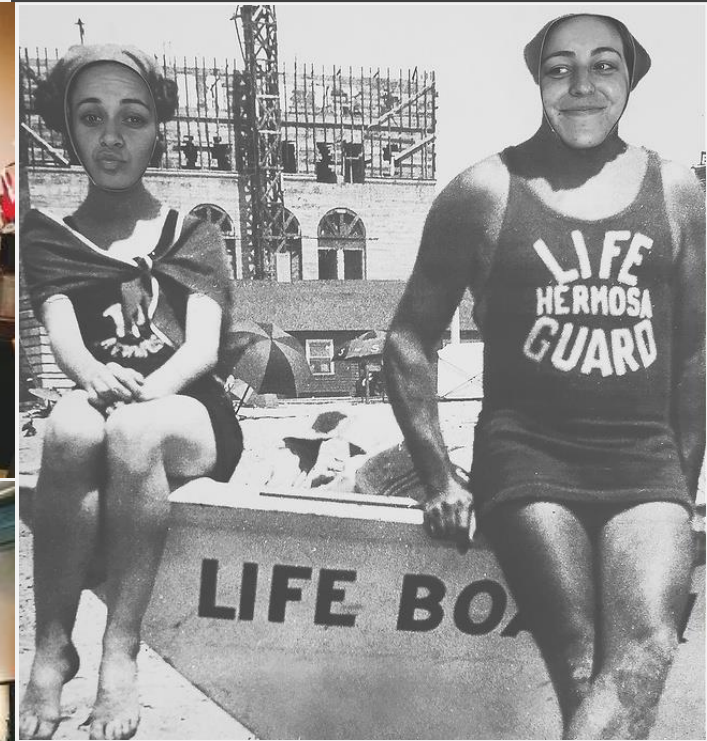


## PHASE 2. HISTORY EXHIBITION



- Hermosa Beach Historical Museum

## 2. HISTORY EXHIBITION





CITY OF DUBLIN  
HISTORICAL  
BUILDING COMPLEX



TEMECULA VALLEY  
MUSEUM  
“THE TEMECULA STORY”  
EXHIBITION



## PHASE 2 BUDGET

Hiring Seasonal Program  
Coordinator to develop and  
coordinate exhibition didactics  
and display(one year term)

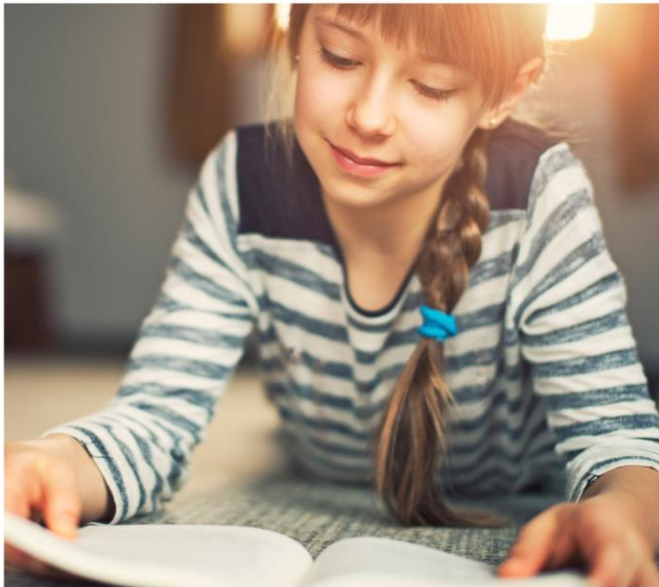
.....\$36,000

Display materials and  
fabrication

.....\$20,000

Total                      \$56,000

### PHASE 3. EDUCATIONAL PROGRAM



- A curriculum that interprets the history of Manhattan Beach for elementary school students
- A curriculum that is developed for visitors



## BUDGET PHASE 3.

Education materials program and  
production

.....\$15,000

## PHASE 4 FACILITY DEVELOPMENT AND LOCATIONS



- Prefabricated structure placed adjacent to Manhattan Beach Art Center.
- Structure includes Manhattan Beach History exhibit gallery, research office, and archive storage.
- Linked to Art Center by a glass enclosed lobby or similar structure.
- Red House and Real Estate Office structures in Polliwog Park. Create living history display in both buildings (recreation of an interior of a house and office in Manhattan Beach circa the 1920s.
- Pedestrian cross walk to link MBAC to Park site



- Centralize City Cultural assets in a cost effective manner
- Develop museum based programming in one facility that already exists
- Initiate Museum designation: Manhattan Beach Museum of Arts and Culture
- Cost effective staffing model
- Knowledgeable shared staff on hand
- Regular hours for exhibits

## PHASE 4. FACILITY DEVELOPMENT



## PHASE 4. FACILITY DEVELOPMENT



# MODULAR CONCEPT



INNOVATIVE DESIGN  
TO COMPLEMENT  
ROUND  
BUILDING(MBAC)



## PHASE 4. BUDGET

3,000 square foot Prefab structure  
including lobby.

.....\$300,000-500,000

Storage fixtures and furniture

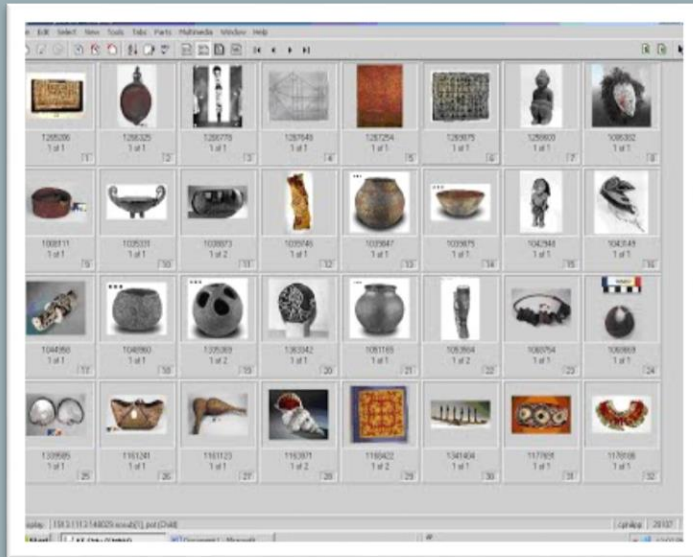
.....\$40,000

Total

.....\$300-\$540,000

## 4. ONGOING DATABASE AND OBJECT ARCHIVE

- Acquisition protocol
- Long term use
- Preservation and conservation
- Long-term Staffing



## ONGOING PROGRAM BUDGET

Staffing

.....\$40,000

Archival material

.....\$5,000

Exhibition maintenance

.....\$4,000

Office supplies

..... \$1,000

Total

..... \$50,000

## TOTAL BUDGET

Phase 1

.....\$28-30,000

Phase 2

.....\$56,000

Phase 3

.....\$15,000

Phase 4

.....\$340,000

Total startup costs

.....\$441,000

Ongoing program budget

.....\$50,000



# PROPOSED TIMELINE

• assessment of current assets	• cataloging and data-base	• facility development	• exhibition development		
6 months	1 year	2 years	ongoing		

THANK YOU!