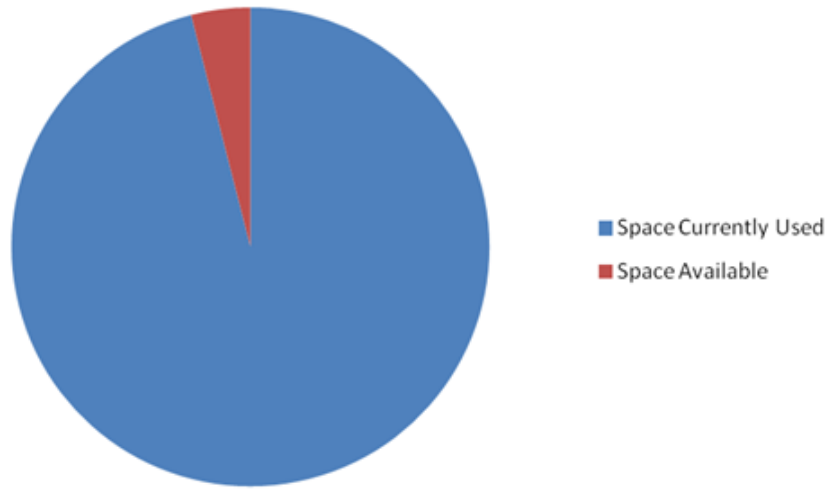


**Nevada State Museum, Carson City
Collections Storage**

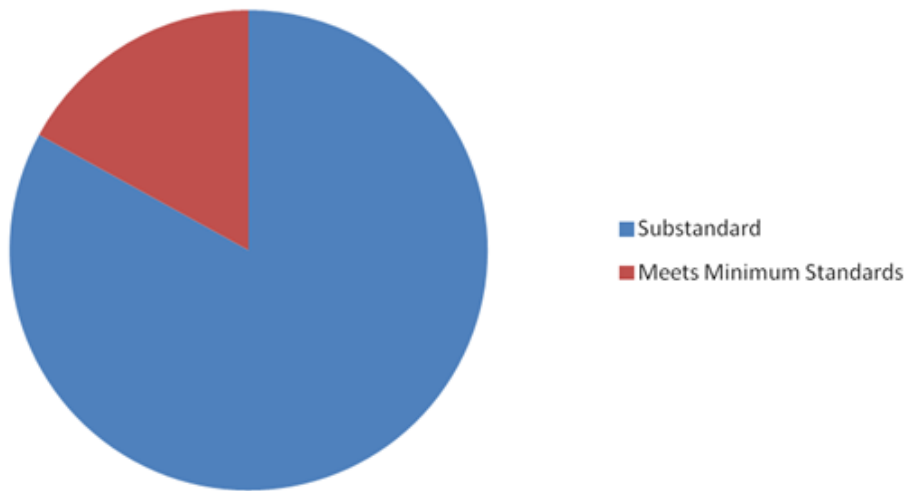
Refers to Agenda Item
#4

	Controlling Condition Agency	Cubic Feet	Current Use
Main Building			
History Collections in Basement	NSM	10,111 c.f.	90 %
Used Substandard			
Natural History Collections in Basement	NSM	4,368 c.f.	100 %
Used Substandard			
North Building			
Anthropology Basket Vault	NSM	5,491 c.f.	75 %
Used Meets Minimum Standards			
Archaeology Storage	NSM	4,095 c.f.	90 %
Used Meets Minimum Standards			
Ethnology Storage	NSM	2,790 c.f.	85 %
Used Meets Minimum Standards			
NDOT Storage Facility (borrowed space subject to loss)	NDOT	72,000 c.f.	95 %
Used Substandard			
Marjorie Russell Clothing and Textile Research Center	NSM	34,974 c.f.	90 %
Used Meets Minimum Standards			
Indian Hills Curatorial Center	NSM	149,760 c.f.	100 %
Used Substandard			
Total Storage		283,589 c.f.	96 %
Used			
Total Storage Meeting Minimum Standards		47,350 c.f.	88 %
Used 17 % of Total Storage Meets Standards			
Total Substandard Storage		236,239 c.f.	98 %
Used 83 % of Total Storage is Substandard			
Total Substandard Storage Subject to Loss		72,000 c.f.	95 %
Used 25 % of Total Storage is Subject to Loss			

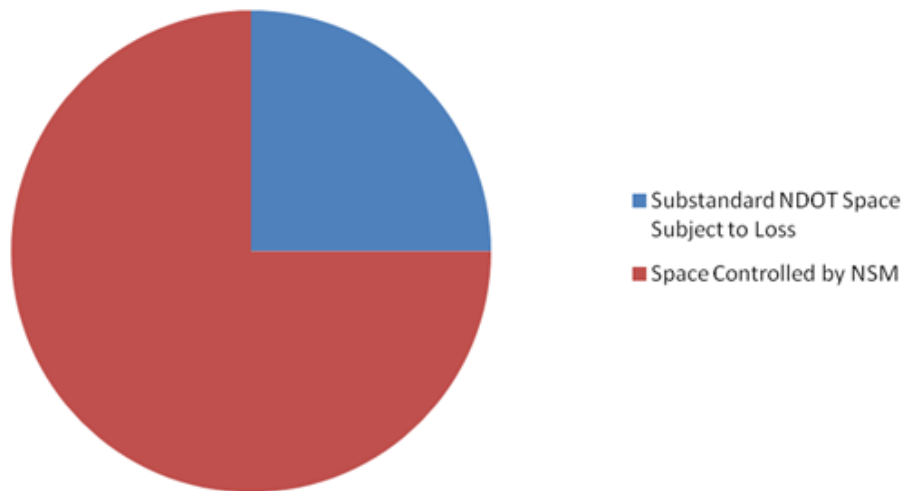
Total Storage Currently Used



Condition of Storage



Substandard NDOT Storage Subject to Loss



**Rolling Stock Storage Situation
Nevada State Railroad Museum
Carson City**

7 June 2014

The Nevada State Railroad Museum holds 69 pieces of historic railroad rolling stock, having an aggregate length of 2740 feet. (This does not include various chassis, gang cars, trailers, cars which exist only as metal parts, a box car body acquired only for storage, and a McKeen body acquired for parts.) If placed end-to-end on the museum's railroad, this train of historic cars and locomotives would occupy the main track from switch 4 (the one just north of the entrance crossing), all the way around the loop to within 100 feet of switch 4, where it started.

Of these 2740 feet of rolling stock, 1740 feet (63.5% by length) of this collection are presently stored under roof, while the remaining 1000 feet (36.5%) are outside.

The principle covered tracks are in the Annex building and the Jacobson Interpretative Center.

The Annex contains 1550 feet of covered track, of which 1505 feet are usable (the remainder is necessarily devoted to walkways around the inside perimeter of the building). Presently, 96% of the usable Annex track is utilized. With a contemplated rearrangement of equipment to accommodate the *Glenbrook*, 99% of the track will be utilized.

The Jacobson Interpretative Center contains 336 feet of track, of which 326 are potentially usable. With the present arrangement of exhibits, 60% of the usable track is utilized for historic rolling stock exhibition.

One locomotive is provided covered space at the Comstock History Center in Virginia City through a loan arrangement.

Twenty-six pieces of rolling stock, occupying an aggregate 1000 feet, are presently stored outside, either at NSRM, at Indian Hills, or on display in Sparks. Ten of these pieces are of little historical value, or are so badly deteriorated that little would be gained in moving them inside. However, 16 pieces (occupying 573 feet) are of such historic value that they should be moved under cover as soon as possible to stave off further decay. Thirteen of the pieces stored outside are of wooden construction and are endangered. Eight of the pieces presently outside are on wheels and could be rolled inside immediately were 275 feet of covered track available.

In addition to the problem of providing covered storage for rolling stock presently owned, some consideration should be given for the space requirement of potential new acquisitions. As it happens, few historic pieces are likely to become available. But, a Central Pacific passenger car is at Wadsworth, a Lake Tahoe Railway & Transportation Co. car is in Colorado, and Nevada-California-Oregon pieces occasionally are offered. At least the Lake Tahoe car would be desirable acquisitions as it is in good condition and was pulled by the *Glenbrook*.

The obvious solution to the covered storage problem is the construction of new or expanded structures. A new three-stall car barn adjacent to Slim Gibson Park (north of the fire road) would provide 240 feet of covered track. New bays added to the Interpretive Center would add 150 feet each. But, clearly, these additions alone would not provide enough to take care of even the pieces of rolling stock presently outside at NSRM.

Some additional storage capability could be created by consolidating the collection. The obvious candidates are five wooden box car bodies (lacking trucks) which could be loaded on top of flat cars and wheeled inside. This would reduce the length of cars stored outside by 161 feet. Too, there is some justification for eliminating the 65-foot Tonopah & Tidewater chair car to provide space (and parts) for the Tonopah & Goldfield combination car presently outside. The T&G car, which was purchased for \$6,200, is still in good enough condition to justify the effort to save it.

In combination, adding a new car bar, expanding the Interpretative Center, consolidating the rolling stock, and eliminating the T&T chair car would provide enough covered to accommodate the 16 pieces of greatest need to be moved inside.



STATE OF NEVADA
DEPARTMENT OF TOURISM and CULTURAL AFFAIRS
DIVISION OF MUSEUMS AND HISTORY
NEVADA STATE MUSEUM LAS VEGAS
309 SOUTH VALLEY VIEW BOULEVARD, LAS VEGAS, NEVADA 89107
(702) 486-5205 FAX (702) 486-5172

NSMLV storage space

available vs used

<u>rm #</u>	<u>name</u>	<u>sf available</u>	<u>% used</u>
218	Library map room	132	100%
221	Library storage	1,059	70%
127	Collection storage	4,337	80%
129	Temporary storage	780	100%
132	photo room [Garrett]	129	100%
145	photo room [Mitchell]	286	100%
170	Future storage #1	4,057	80%
171	Future storage #2	4,090*	50%

*Future storage room #2 is actually 6,590 sf but the Museum is required by its interlocal agreement with the Las Vegas Valley Water District to cede 2,500 sf to the Springs Preserve for storage. This leaves only 4,090 sf for Museum storage in this room.

Red = not available for Springs' use

Dennis McBride, Director
June 19, 2014
March 6, 2015

The Lost City Museum Artifact Storage Space
June 2014

Name of Space	L	W	H	Vol. in cubic ft.	% Used	Type of Space
Lg. Room (off library)	17'3"	9'8"	8'8"	1445.2	110%	Dedicated storage room, temperature controlled
Sm. Room (off Lab)	9'4"	8'4"	8'	622.2	98%	Dedicated storage room, temperature controlled.
Lg. Cabinet	4'10"	2'9"	6'6"	86.396	120%	Dedicated storage cabinet, temperature controlled
Sm. Cabinet	5'	2'8"	3'6"	46.667	120%	Dedicated storage cabinet, temperature controlled
Shed	10'2"	8'2"	8.2"	678.06	95%	Exterior shed, not attached to museum, but located in lower parking lot, no climate control, no insulation
Freezer	6'2"	2'3"	2'10"	39.313	100%	Supposed to be used to isolate and kill infestations, should not be a storage space, currently used for large objects that do not fit in elsewhere
Table in the library	4'4"	2.5"	10"	8.7269	95%	Should not be used for long term storage

NB: percentages over 100 indicate too many artifacts are stored here for proper care. They are stacked on top of each other, stacked too high even when in proper containers, and squeezed into too tight spaces. There is no humidity control in the museum. Overall, we have seriously insufficient storage space.

Collection Storage (NSRM/BC)

Listed below, are the various lengths of the railroad rolling stock located/stored at the Nevada State Railroad Museum in Boulder City. Other than the pieces located within our covered open-air display pavilion, everything else are situated in an unprotected outdoor environment (subject to direct sun light, rain and other weather related occurrences).

The rolling stock listed below is broken into 6-separate categories: Note: Lengths are rounded out to the nearest foot.

Operating Equipment: #844 (56'), #501 (85'), #502 (41'), #503 (41'), #602 (68'), #603 (68'), #604 (68'), #4813 (85'), H.E.P. Car #102 (45'), Caboose #101 (41')

Total: 598 Linear Feet

Display Pavilion: #L-2 (23'), Davenport Dinky (25'), #1855 (45'), #1000 (45'), #L-3 (41'), #264 (73'), RPO #2314 (73'), Caboose #3505 (35')

Total: 360 Linear Feet (stored on approx. 400 ft. of display track)

Display Track: #35 (65'), Model Railroad #1342 (70'), WP Caboose #449 (41')

Total: 176 Linear Feet

Wye Track: Nobleman #6802 (85'), MofW #1337 (69'), MofW #913 (69')

Total: 223 Linear Feet

B Track: UP Chair #414 (80'), Steam Crane (28'), Idler Car (40'), Jordan Spreader (40'), WP Hopper (35'), UP Wood Box Car (35')

Total: 258 Linear Feet

C Track: MofW #903 (68'), MofW #926 (68'), UP Club #6100 (85'), Hopper Car #303 (45'), Tank Car #2997 (44'), WP Hart #10317 (32'), WP Caboose #2711 (45')

Total: 387 Linear Feet

E & P Equipment: Locomotive #12 (57'), Coach #2 (41'), Coach #3 (45), Coach #10 (35')

Total: 178 Linear Feet

Removal of NSM and NHS Collections from NDOT Warehouse

Draft #2: JB 2-27-15

Principles

1. Collection storage conditions at the NDOT warehouse are out of compliance with state policies, professional practices, and accreditation standards
2. NSM and NHS collections are deteriorating, damaged, and at high risk of loss
3. Immediate action is required to save collections
4. If no action is taken, NSM and NHS will lose accreditation and continue the neglect of public trust responsibilities for ensuring the preservation of collections
5. NSM exhibit galleries meet collection storage standards and allow use of collections for public education
6. Funds are not available to lease alternate space, and leasing is cost prohibitive
7. Additional space at Indian Hills is at least four years away, best case scenario
8. After removing most collections from NDOT, NSM will continue to need space at the warehouse
9. Infested collections and potential deaccessions will remain at NDOT until addressed
10. NSM's facilities staff can only provide limited assistance due to a staff shortage
11. Processing and transferring collections requires hiring temporary contract workers to:
 - a. Help existing staff maintain regular, ongoing collection services
 - b. Prevent senior staff injury resulting from heavy lifting
 - c. Allow timely project completion

Space

- | | |
|---|------------|
| 1. NDOT (collections, props, b&g) | 7,000 s.f. |
| 2. Available space for collections | |
| a. Upper south gallery | 1,249 s.f. |
| b. Lower middle gallery | 1,393 s.f. |
| c. NSM basement | ? |
| d. Indian Hills history storage | ? |
| e. Indian Hills anthropology (need for CRM) | 0 |
| f. NHS | ? |
| g. NDOT (some collections and b&g items stay) | ? |
| h. Space saved from deaccession | ? |

February-March

1. Develop plan: **Jim**
2. Develop budget and funding plan: **Jim, Shery**
3. Report to Peter and board collection storage committee: **Jim**
4. Design collection storage floor plan and shelving needs for upper middle gallery: **George**

2.

5. Design collection storage floor plan and shelving needs for upper south gallery, lower middle gallery, and basement: **Bob, Sue Ann**
6. Prepare budget amendments for April 8 board meeting: **Jim, Shery**

April

1. Repair upper middle and lower middle galleries and wax floors: **Rich**
2. Request board action on budget amendments: **Jim, Shery**

May

Upper middle gallery

1. Hire two contract workers (movers, cleaners, shelving): **George, Bob, Sue Ann, Shery**
2. Purchase and assemble shelves: **George**
3. Move collections into gallery and secure for tours: **George**
4. Freeze and transport specimens from Indian Hills: **George**
5. Begin processing collections: **George**
6. When ready, install a label in the compass gallery and open storage area for unassisted viewing

Upper south gallery

1. Repair gallery and wax floors: **Rich**
2. Purchase and assemble shelves: **Bob, Sue Ann**

Lower middle gallery

1. Transport new shelves from Indian Hills and assemble: **Bob, Sue Ann**
2. Purchase and assemble new shelves: **Bob, Sue Ann**

Basement

1. Purchase and assemble new shelves: **Bob, Sue Ann**

June - August

1. Hire two contract workers (collection processors): **Bob, Sue Ann, Shery, Christine**

Indian Hills

1. Consolidate collections: **Bob, Sue Ann, Shery, Christine**
2. Move collections from Indian Hills to NSM: **Bob, Sue Ann, Shery, Christine**
 - a. Rent a truck
 - c. Move to NSM upper middle gallery if less useful for tours (closed to tours)
 - d. Move to NSM lower middle gallery if useful for tours (open for tours)
 - e. Move to NSM basement
 - f. Arrange artifacts by size and like objects for maximum space efficiency; separation by NSM and NHS usually not feasible

3.

Prepare NDOT

1. Clear space at NDOT for assessing, cleaning, processing, and staging artifacts: **Bob, Sue Ann, Shery, Christine**
2. Assemble safety, moving, cleaning, and processing supplies and equipment: **Rich**
3. Arrange use of restroom and water source: **Rich**
4. Consolidate or dispose b&g and exhibit props: **Rich**

Begin collections work at NDOT: **Bob, Sue Ann, Shery, Christine**

1. Contaminated artifacts and potential deaccessions remain at NDOT for addressing later
2. Tag artifacts with identifying numbers, whether NSM or NHS, contaminated, potential deaccession, etc.
3. Move artifacts for transfer to processing area, if practical
4. Clean artifacts not needing decontamination using safe techniques
5. Inventory and assess artifacts
6. Move artifacts to staging areas
 - a. Contaminated artifacts requiring special treatment at later time (remain at NDOT)
 - b. Potential deaccessions for later review and processing (remain at NDOT)
 - c. Artifacts to be transported to NSM
 - d. Artifacts to be transported to Indian Hills
7. When an adequate number of artifacts are ready for transport
 - a. Rent a truck
 - b. Move to Indian Hills
 - c. Move to Indian Hills for freezing and then to NSM
 - d. Move to NSM upper middle gallery if less useful for tours (closed to tours)
 - e. Move to NSM lower middle gallery if useful for tours (open for tours)
 - f. Move to NSM basement
 - g. Arrange artifacts by size and like objects for maximum space efficiency; separation by NSM and NHS usually not feasible
8. Secure and cover remaining artifacts at NDOT
9. Separate from collections and secure b&g items that stay at NDOT

September - December

1. Decontaminate remaining artifacts at NDOT; move to NSM or NHS or keep at NDOT: **Bob, Sue Ann, Shery, Christine**
2. Process potential deaccessions: **Bob, Sue Ann, Shery, Christine**
 - a. Assess and recommend deaccession
 - b. Review and action by the collections committee and board
 - c. Disposition per policy