

## **PETER J. PARKER**

Harvard College, A.B., *c.l.*; University of Pennsylvania, M.A.

***Inlook Group***, Portsmouth, NH, Partner. (1989-present).

Assessment, planning and implementation services to businesses, government agencies, colleges and universities, and non-profit organizations, including:

- Archives and/or records management: policies, procedures, appraisal methodology, benchmarking, cost-benefit analysis, records inventory
- Collections management: collections policy and attendant policies and procedures, appraisal methodology, standards of description
- Records retention schedules for paper, magnetic, electronic records
- Space planning
- Preservation planning
- Disaster preparedness planning
- Strategic Planning
- Training, supervising staff and/or volunteers; assistance in finding suitable staff
- Organizing and facilitating customized workshops or strategic planning retreats

***The Historical Society of Pennsylvania***, Philadelphia, PA. (1970-1990).

*Curator*, 1970-1984. Responsible for major national collection of manuscripts, prints, drawings, photographs, maps, a/v materials, paintings, and artifacts. Supervised reference staff, conservation, and photoduplication services. Planned and supervised retrospective cataloguing for on-line (RLIN) project for c. 14 million manuscripts, prints, and photographs. Planned, secured funding for, and supervised a major NEH-supported cataloguing project and five NHPRC-supported preservation microfilming projects.

*Director*, 1984-1990. Completed and implemented long range plan, developed collections, conservation, personnel, and investment policies. Renovated conservation laboratory. Secured funding for and supervised construction of new stacks (for 40,000 cu. ft. of manuscript materials, 500,000 volumes), paintings storage (for 1300 paintings), and renovation of galleries with computer-monitored HVAC system with humidity control for 55,000 sq.ft. of storage space within existing structure. Improved standards of access, preservation, and storage for collections. Implemented disaster recovery and scheduled maintenance plans. Developed and directed education, membership and fund-raising initiatives. Installed six major grant-supported catalogued exhibitions. Supervised preservation microfilming and on-line cataloguing of 12,000 titles for NEH-supported state-wide PA Newspaper Project in cooperation with Pennsylvania State Library. Automated all administrative functions, including Business and Development Offices.

***Skidmore College***, Saratoga Springs, NY,

*Instructor*, History Department (1966-70). American (colonial and early national periods) and European history. Faculty Curriculum Committee; Chair, Faculty Library Committee.

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***Related Professional Experience:***

- Adjunct faculty, University of Pennsylvania (American Civilization Department) and Temple University (History Department): graduate courses in public history and museum administration.
- Board and committee memberships: PA State Historical Records Advisory Board; PA Federation of Museums and Historical Agencies; Philadelphia Center for Early American Studies; Philadelphia Area Coalition of Special Collections Libraries; Library Committee and Collections Committee, New Hampshire Historical Society.
- Reviewer/ Panelist for: American Association of Museums, Institute of Museum Services, National Endowment for the Humanities, National Historical Publications and Records Commission.
- Editorial Committee for *Library and Archival Security*. Double-blind reviewer of manuscripts for: *American Archivist*, *Journal of American History*, *Library and Archives Security*, *Library Trends*, *Pennsylvania Magazine of History and Biography*, *Winterthur Portfolio*, Society of American Archivists “Basic Manual Series,” University of Pennsylvania Press.
- Program Planning and Participation in Professional Meetings: American Association of Museums; American Association for State and Local History; College Art Association; Mid-Atlantic Association of Museums; Mid-Atlantic Regional Archives Conference; New England Archivists; New Hampshire Archives Group; New Hampshire Library Trustees Association; Oberlin Conference on Theft; Organization of American Historians; Society of American Archivists; 13th Conference on American Prints.
- Offices held in professional organizations: Representative-at-large, New England Archivists; Treasurer, Mid-Atlantic Regional Archives Conference, 3 terms; Chair, Society of American Archivists-American Library Association Joint Committee on Archive-Library Relations; SAA Replevin Committee; Board member and President, New Hampshire Archives Group; Member, New Hampshire Automated Information Systems Board.

***Community Activities:***

- In New Hampshire: Secretary of the Board of Governors and Chair, Education and Collections Committee and Museum Assessment Program task force, American Independence Museum, Exeter; Chair, Library Trustees, North Hampton Public Library; Vice-president & newsletter editor, New Hampshire Library Trustees Association; member, North Hampton Public School Technology Planning Committee; School Administrative Unit #21 Study Committee; North Hampton Capital Improvement Program Committee; North Hampton Heritage Commission.
- In Pennsylvania: Board member/trustee/officer: Richard Allen Museum of Mother Bethel A.M.E. Church (organizing president); Cliveden of the National Trust; Maxwell Mansion, a house museum (president, 3 terms); National Constitution Center; Print Club of Philadelphia.

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***Publications:***

- Articles in: *Eighteenth Century Prints in Colonial America*, ed. Joan Dolmetsch, 1979; *Proceedings of the Security Seminar*, sponsored by SAA, ed. Timothy Walch, 1980; *A Manual of Archival Techniques*, ed. Roland Bauman, 1982.
- Journal articles in: *Business History Review*, *Library Trends*, *PMHB*, *Pennsylvania Heritage*.
- Exhibition catalogues and articles: cartographic entries for 1976 Philadelphia Museum of Art, *Three Hundred Years of American Art*; HSP's *Pennsylvania on Paper*, 1977; HSP's *Rembrandt Peale*, 1986; Philadelphia Area Consortium of Special Collections Libraries' *Legacies of Genius*, 1987.
- Book Reviews in: *American Historical Review*, *Journal of American History*, *Pennsylvania History*, *PMHB*, *William & Mary Quarterly*, and *Winterthur Portfolio*.

***Awards and Fellowships:***

Colonial History Prize (University of Pennsylvania), 1962, 1965.  
Visiting Fellow, Library Company of Philadelphia, 1969  
Richard Allen Award (Mother Bethel A.M.E. Church, Philadelphia), 1981  
Bentley-Mellon/NEH Fellow, 1990

***Professional memberships:***

American Association of Museums  
Mid-Atlantic Regional Archives Conference  
National Council on Public History  
New England Archivists  
New Hampshire Archives Group  
National Association of Government Archives and Records Administrators