

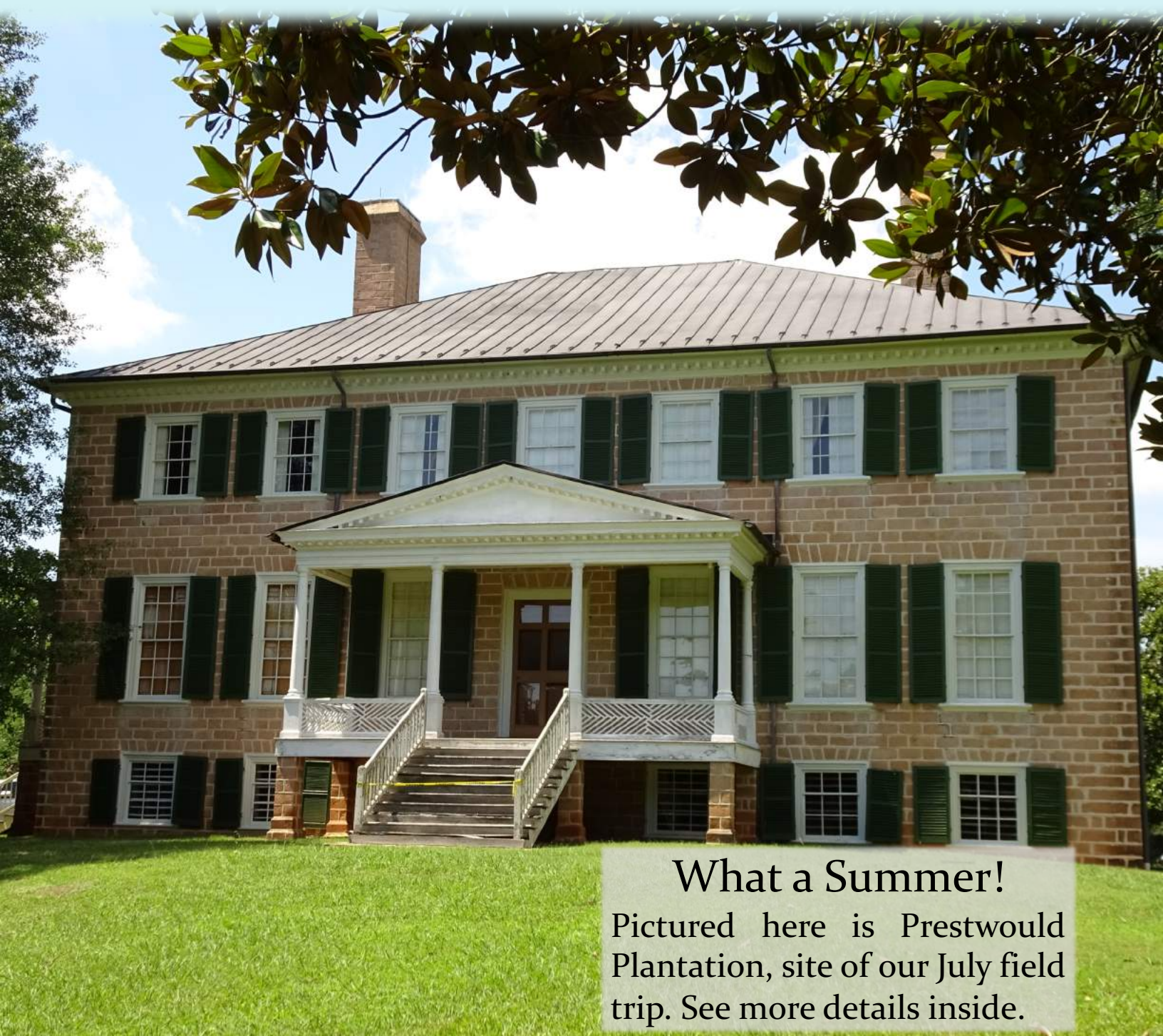
Virginia

Conservation Association

September 2018 Vol. 28 Issue 1



The Virginia Conservation Association promotes the care and preservation of cultural materials. The VCA offers education and training for those involved in conservation and provides a forum for discussion of pertinent issue and developments in the field.



What a Summer!

Pictured here is Prestwoud Plantation, site of our July field trip. See more details inside.

Letter From the President



Kate Ridgway, VCA President

Welcome back everyone! I hope you all had a great summer and escaped the worst of the heat.

This month I am just going to take a moment to appreciate my mentor in this wonderful profession that I find myself in. No matter who you are there is the one person who got you into this, who made you excited to work with history in whatever way you do that. For me that has been Emily Williams. I have been doing conservation in one way or another since 1997, graduated with my Masters in 2001, and I still find myself looking to Emily for support and guidance. I think that is always the way with a good mentor. They are like the foundation of a building.

Now I find that she is going off on her next adventure to direct the MA in Conservation of Archaeological and Museum Objects at Durham University, and I am staying here in Virginia. And even though I have been doing this as a profession for almost two decades now, I am still nervous, because now she will be in a completely different time zone. My safety net is leaving and while, in this day and age, it is easy to stay in touch, it will be much more difficult to just pick up the phone and ask a quick question just to make sure that I am making the right decision, to boost my confidence. You never realize how much you rely on someone until that person is no longer just around the corner.

So while I wish my mentor good luck on her new path, I ask all of you to take the time to appreciate the person who got you into this, or the person who you lean on, or the person who inspires you to do your job that much better just by being around. Everyone likes to be appreciated and that person might not even know the impact they have had on you. I look forward to another great year with VCA!

September Meeting: Upholstery CSI with Leroy Graves

September 2018 Program.

When: Wednesday, September 26th
at 5:30 P.M.

Where: DeWitt Wallace Decorative
Arts Museum, 326 W. Francis St.,
Williamsburg

Please Join the VCA and the Art
Museums of Colonial Williamsburg
for our first program of the season
which will focus on the new
exhibition ‘Upholstery CSI: Reading
the Evidence.’



Image courtesy of Colonial Williamsburg Foundation

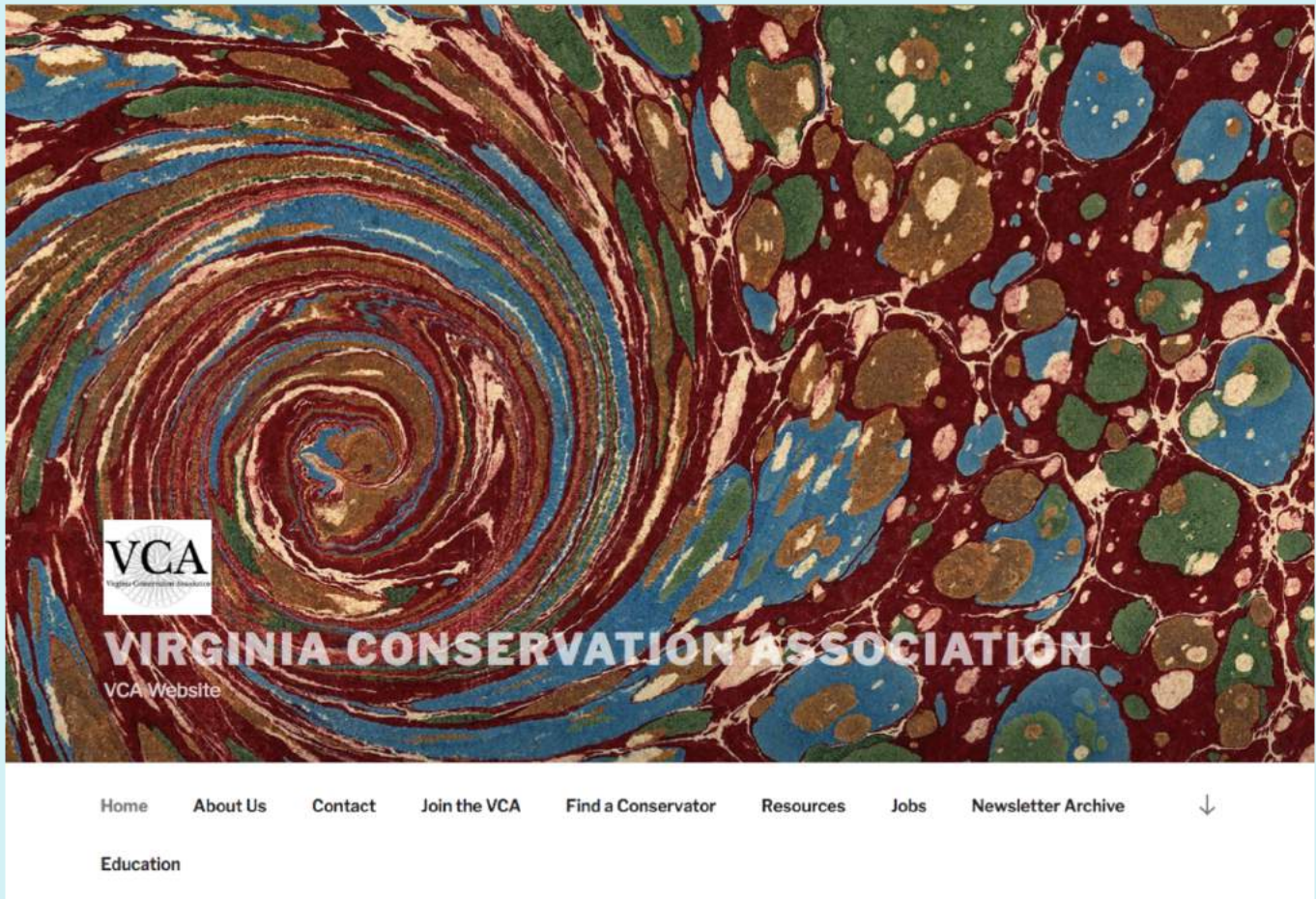
This exhibition explores the pioneering work of Colonial Williamsburg Upholstery Conservator Leroy Graves and is inspired by his landmark 2015 book, “Early Seating Upholstery: Reading the Evidence”, which describes in detail the investigative methods he developed and refined over an award-winning career. The ‘Graves Approach’ has become ‘the’ method used by museums throughout the world as a non-intrusive way to restore a piece to its earliest appearance without marking or disturbing the frames or surviving upholstery.

‘Upholstery CSI’ will expose the fascinating research and conservation work that goes on behind the scenes in order to retrieve an appearance that would have been familiar to artisans and their customers two to three centuries ago,” said Ronald Hurst, Colonial Williamsburg’s Carlisle H. Humelsine chief curator and vice president for collections, conservation and museums.

We are delighted that Leroy Graves will give an introduction to the exhibition and has graciously agreed to answer questions from the VCA members.

The program will be followed by a business meeting and a reception with refreshments provided by VCA.

The VCA Has a New Website!



Our Webmaster Lorraine Brevig has designed and built a brand new website to serve as the VCA's home on the internet. The new URL is shared below and the old website provides directions to the new page.

<https://virginiaconservationassociation.org/wp/>

Along with a new, streamlined design, the new website brings with it the option to renew your VCA membership online via PayPal. There is a \$1 additional fee for online transactions. If you renew through PayPal, please be sure to submit your application form online in addition to submitting your payment.

Note: You can still renew your membership with a paper application. The form is available for download on the website and it is attached as the last page of this newsletter, page 19.

Blacksmithing Event:

The Beach Blacksmith Nathan Walker is hosting an event at Blue Bee Cider in Richmond, VA on October 6th. Enjoy a cold beverage while you work with Walker in the forge. See details from the event below.

“Description:

Join us on our first Blacksmithing event in Richmond! Reserve your forge time with our artist Blacksmith as you create your own bottle opener.

Cost: \$30 all materials included

Age Range: 16+

There will be forge starts every 30 minutes. After you purchase your ticket you will be contacted to schedule your forge time.

www.beachblacksmith.com”

Reserve your ticket at the following link: <https://bit.ly/2wHCGot>

Note: The new Williamsburg, VA area Emerging Conservation Professionals Network liaison Tessa Young is also organizing a group to attend this event. To receive more information, email Tessa at: williamsburg.ecpn.liaison@gmail.com

Preservation Workshop:

Sign-up today to attend the Cemetery Preservation Workshop Saturday, September 29th, 2018 between 11 a.m. and 2 p.m. at Virginia's Oldest Open Cemetery. Volunteer spots available to the first 25 registrants.

St. Lukes' Education Coordinator Rachel Popp will lead you and other volunteers through a 3-hour journey of learning about and applying authorized headstone and monument cleaning techniques in the Ancient Cemetery.

If you are interested and available in volunteering your talents, please RSVP via email at:

rpopp@historicstlukes.org.

Call Rachel directly at:

(757) 357-3367.

Complimentary tools and lunch will be provided. See you Saturday.



Summer Workshops



Participants in the May 5, VCA sponsored Patination Workshop, held at Black Creek Workshop in Toano, watch as workshop leader Andrew Baxter explains one of his techniques.

Image courtesy of Maeve Bristow

On August 9-10, the Virginia Museum of Fine Arts hosted a two part workshop on the history of preservation of photographs. Five of our own VCA members were in attendance over the course of the weekend.



Image courtesy of David Stover © Virginia Museum of Fine Arts.

May Meeting at Hollywood Cemetery

Submitted by Allison Kelley



Image Courtesy of Allison Kelley

Our final meeting of the year took place at Hollywood Cemetery in Richmond, Virginia. There were nearly forty people in attendance for a discussion of the restoration of the Monroe Tomb led by Andrew Baxter. The tomb enclosure was completed in 1859 following the re-interment of James Monroe in the newly formed Hollywood Cemetery. It was thought that the presence of such a prominent figure would help establish the new cemetery as a place of prominence. The tomb enclosure was designed by German architect Albert Lybrock who had been working in Richmond since 1848. The entire structure is formed from cast iron and weighs approximately 22,000 lbs. in total. In 2012, Baxter was brought in to conduct a condition assessment of the structure.

Working with Robert Chase of Chase Architectural Metal, one corner of the tomb enclosure was disassembled to allow for close examination. They found a great deal of corrosion was present as well as piles and piles of dirt accumulated from years of sand blasting. Some repairs and replacements were made before the corner was re-assembled. It was clear that a great deal of work was necessary for the long-term preservation of the structure. To help inform the project proposal, VCA member Kirsten Moffitt conducted paint analysis on samples taken from the structure to determine its original appearance. For decades the entire structure had been painted black, but Kirsten's cross section microscopy analysis showed that the two earliest campaigns were light, buff colored paints. This finding matched early descriptions of the tomb structure as well as a presentation drawing of the tomb dating from 1858 showing a light-colored surface.

With the project proposal written and accepted, Chase Architectural Metal began disassembly of the structure in 2016. Baxter remained on contract as a conservation consultant, ensuring that AIC standards were maintained during the project. Robert Chase spoke to us about the inevitable challenges of working on the large cast iron structure. A total of 660 pieces were disassembled using a rolling gantry lift system because a crane could not maneuver in the space. Many pieces of the structure had been damaged by time and corrosion. Some parts were re-manufactured, and others were repaired via Tungsten welding. Modern fasteners, base plates, and support tubing had to be machined to allow the structure to fit together and remain stable. In January of 2017 the structure was re-assembled and painted to approximately match the original surface appearance.

Summer Field Trip to Prestwoud Plantation

Submitted by Shannon Bremer



The July VCA field trip this summer took us to Prestwoud Plantation in Clarksville, VA for a discussion of the history, the conservation treatments, and the preservation work being done at the main house and outbuildings. Dr. Julian Hudson began our day by telling us the history of plantation. Prestwoud was built by Sir Peyton Skipwith in 1794. We learned about the family and their slaves as well as how they came to settle in this area of Virginia. Prestwoud is one of the most complete gentry homes in Southside Virginia. Today, the plantation complex includes eight buildings, all built before 1830. Of those eight buildings, we spent most of our time visiting and touring the main house as well as the two-family slave house that still stands on the property.

As we were touring the main house, Dr. Hudson pointed out the current and past conservation projects that occurred in the house allowing Tom Snyder and Nancy Beck to show us their amazing work on the furnishings, artifacts, and interior walls of the property. We also discussed the paint analysis and conservation work that had been done in a majority of the rooms including the dining room and the parlor. The wallpaper, both original and recreated, was particularly amazing. After touring the main house, we made our way through the grounds where we visited Lady Jean's gardens as well as the two-family slave house in the corner of the property.

The weather cooperated beautifully and we all had a great visit at this amazingly well preserved historic home. It was a great day catching up with colleagues and getting to see their work in the context in which it is supposed to be enjoyed. Many thanks to all those whose efforts went in to making this relaxing and educational day out possible!

VCA MEMBERS MEETING MINUTES
Hollywood Cemetery, Richmond Virginia
May 9, 2018

There were approximately 45 attendees during the lecture portion of the meeting.
CALL TO ORDER: President Kate Ridgway called the business portion of the meeting to order at 6:40 pm.

PRESIDENT’S REPORT: Kate announced that the Monument Avenue Commission will be having its last meeting, and comments or statements for it may be sent via e-mail.

ELECTION OF NEW BOARD MEMBERS: There were no additional nominations from the floor. A unanimous voice vote elected the following new Board Members:

Paige Schmidt—Membership Co-chair
Suzanne Collins—Membership Co-chair
Lesley Haines—Programs Co-chair
Allison Kelley—Publications Chair
Lorraine Brevig—Webmaster

OFFICER REPORTS

Vice President’s Report: Kate McEnroe stated that the vote on changes to the Bylaws will be made at the September meeting.

Treasurer’s Report: Christy Barranger requested that bills be submitted to her in a timely fashion so that proper reimbursements may be made.

Membership: We currently have 78 regular members and 2 student members.

Budget: The Budget will be submitted in September to be voted on.

ADJOURNMENT: Kate Ridgway adjourned the meeting at 6:45 PM.

Respectfully Submitted,
Deborah Pellmann, Secretary

VCA BOARD MEETING MINUTES

James City County Library in Norge, Virginia

August 22, 2018

Attendees: Kate Ridgway, Kate McEnroe, Debbie Pellmann, Christi Barranger, Bob Self, Terri Blanchette, Paige Schmidt, Suzanne Collins, Casey Mallinckrodt, Maeve Bristow, Lesley Haines, Allison Kelley, Jane Hohensee.

CALL TO ORDER: President Kate Ridgway called the meeting to order at 6:09 pm.

PRESIDENT'S REPORT: Kate reported on the Monument Avenue Commission decision to recommend all of the monuments re-contextualized except for the Jefferson Davis, which they recommend be removed.

TREASURER'S REPORT: Christi Barranger reported a balance of \$7,206.12. A budget of \$2,340.00 was presented for the 2018-2019 year. Kate Ridgway moved to accept the budget as presented. Terri Blanchette seconded the motion, and it was approved it unanimously. It was decided that any funds needed for Helping Hands projects would come out of Outreach which has a budget of \$150.00.

VICE PRESIDENTS REPORT: Kate McEnroe reported that she presently has no leads for a Helping Hands project. Maeve Bristow suggested the possibility of one at Yorktown and Kate Ridgway suggested the many needs of the Petersburg Preservation Association.

Bylaws changes will be presented in the September newsletter so that they can be approved by the Membership at the September meeting. (See pages 12-18.

Changes are summarized before the bylaws and amended text is designated by italicized and bolded text)

The VCA Archive collection is currently in a printed format at the Virginia Museum of History and Culture. Images are on Google Drive.

COMMITTEE REPORTS:

Web Management: Lorraine Brevig sent her report via e-mail. She has designed the VCA website to be basic and easy to maintain and is open to suggestions from the membership for changes.

Programs: Maeve Bristow reported that the September meeting will be at Colonial Williamsburg and feature the upholstery exhibit with Leroy Graves. Date to be announced. A Christmas party is being planned for December. Possibilities for the November meeting and a field trip for Summer 2019 were presented.

Education: Bob Self reviewed last year's programs and ideas. Cost and participation were discussed and input will be gathered from the membership. Possible workshop ideas included a combined gilding and mold making workshop, an in-painting workshop, learning to build a website with Word Press, and an airbrush workshop.

Membership: Paige Schmidt and Suzanne Collins discussed a Welcome letter to new members. Complementary memberships to program presenters was reviewed in that presentations late in the membership year will be rolled over to continue in the next year, and complementary memberships will be given with the approval of the recipient.

Revised Bylaws will continue to be included in the Directory, both printed and digital.

Protocols for sending e-mails to the VCA Membership include the following:

Fully formed e-mails may be sent to

membership@virginiaconservationassociation.org

Major announcements or sensitive subjects should be run by the Board for approval before being presented to the general membership.

Publications: Allison Kelley reported that she will continue to get the Newsletter out to the Membership three weeks before the next meeting. She will give us a list of deadlines for submissions for publication.

Outreach: Casey Mallinckrodt would like suggestions for ways that the VCA can reach out to other organizations. A VCA booth at the VAM Conference is possible. The VCA will continue to be involved in the Top Ten Most Endangered Artifacts project.

Refreshments: Jane Hohensee suggested a survey for suggestions as to the types of refreshments preferred by the members.

ANNOUNCEMENTS: The next Board Meeting will be held in October at a date and time to be announced.

ADJOURNMENT: Kate Ridgway adjourned the meeting at 7:37 PM.

Respectfully submitted,
Deborah Pellmann, Secretary

The board has proposed the following edits to the bylaws. The previous initial term for the Vice President and Secretary was a one year followed by a two year term. One year is enough time to figure out the role, and three years seems like a large commitment. Instead, we propose a two year term with the possibility of a second two-year term. We also feel that the retainer of the President as a consultant for a year after service would benefit the incoming President and board. The role of web manager has been updated to reflect the specialized qualifications required and the impact this has on filling the position. These changes will be voted upon by the membership at the September 26th meeting.

BYLAWS OF THE VIRGINIA CONSERVATION ASSOCIATION

VCA BYLAWS

ARTICLE I

Section A. Name

The name of the corporation shall be the Virginia Conservation Association (hereinafter the V.C.A.)

Section B. Principal Office

The principal office with its administrative and records functions shall be located in the Commonwealth of Virginia, at such place as the Board of Directors (hereinafter the B.D.) shall designate.

Section C. Fiscal Year

The fiscal year of the V.C.A. shall be from August 1 through July 31 of the following year.

ARTICLE II

Section A. Purposes and objectives

1. The V.C.A. shall be organized as an association of conservators and interested persons working in museums, galleries, archives, libraries, artistic or historic institutions, universities, or in private practice, or professing an interest in the conservation and preservation field.
2. The V.C.A. will be organized and operate exclusively for educational, scientific, literary, or charitable purposes so as to qualify it for tax-exempt status under Section 501 C3 of the Internal Revenue Code of 1954. The V.C.A. shall only conduct activities which are permitted to be conducted by a corporation exempt from federal income tax pursuant to Section 501(a) of the Internal Revenue Code as an organization described in section 509(a)(1),(2), or (3) of the Code (as the case may be), and /or by a corporation, contributions to which are deductible under sections 170 (c)(2), 205(a)(2) or 2522 (a) (2) of the Code.
3. By means of regularly scheduled meetings and special symposia the V.C.A. will provide a forum for the discussion, interchange of information on problems and matters of concern to conservators. The V.C.A. will foster professional contacts and relations among its members
4. The V.C.A. shall publish a newsletter to include notes from meetings, lecture outlines, or summaries, and information on conservation, research, and technical matters relevant to the membership.

5. To promote the on-going training of conservators and practitioners in the conservation field.
6. To disseminate information on conservation and related concerns to interested colleagues, museum professionals in allied fields, and to the general public.
7. To compile and keep current lists of persons in the Commonwealth or elsewhere who may be interested in membership of the V.C.A., or who may wish to support its purposes and objectives immaterial or other ways.
8. Promote official contacts with the American Institute of Conservation of Historic and Artistic Works (AIC), other regional conservation associations in the U.S.A., and at the international level, with the International Institute for Conservation

ARTICLE III

Section A. Membership

1. All persons who support the objectives of the V.C.A. and are directly or indirectly in the conservation field are eligible for membership.
2. Membership will also be open to non-Virginia residents.
3. There shall be two classes of membership with each having equal voting power. (1) non-student members and (2) student members.
4. The B.D. will determine whether, as a result of unprofessional activities which are contrary to the purposes and objectives of the V.C.A., membership should be discontinued.
5. Guests attending meetings and symposia may be required to pay an attendance fee as determined by the B.D.

Section B. Finances

1. The finances for the V.C.A. shall be derived from dues and guest fees, donations, grants, and other sources, and shall be deposited by the Treasurer in a bank account in the name of the V.C.A. Such deposits will be the basis for the budget of the V.C.A.
2. The budget, as proposed by the B.D., will be presented by the Treasurer at the annual meeting in May for ratification by majority vote of the membership.
3. Expenditures from the bank account shall require the signature of the Treasurer and/or the President of the V.C.A. The Treasurer shall retain and keep up-to-date financial records during the term of office.
4. The bank account, in accordance with budgetary allotments, will pay for meeting costs, e.g., postage, printing, duplicating supplies, refreshments, telephone calls and other related expenses. Under exceptional circumstances, honoraria will be paid guest speakers subject to decision by the B.D.

Section C. Auditing Finances

1. The financial accounts of the V.C.A. shall be submitted to a certified public accountant if the gross receipts exceed \$20,000.00 or on an as needed basis which will be determined by the Board of Directors (B.D.). The accountant will prepare, if applicable, the necessary documentation to the state and federal tax offices.
2. The Treasurer will present the Financial Statement for the fiscal year at an annual meeting in May of the V.C.A.

Section D. Annual Dues (See also Article III - Membership)

1. The annual membership dues shall be proposed by the B.D. and ratified by a majority vote of the membership.
2. The assessed dues shall be payable by the first meeting in September of each fiscal year. A five-dollar late fee may be assessed after that date for renewing members.
3. The timely payment of dues by a member or institute constitutes membership in good standing.
4. All members shall be current in their payment of annual or special assessment of dues. Default in payment after 60 days may result in dismissal from membership.
5. New or returning members who join the VCA between April 1 and July 1 will be given membership that will expire at the first meeting in September of the following year.

ARTICLE IV

Section A. Meetings and Notification

1. The meetings will take place bi-monthly in September, November, January, March and May unless postponement is required.
2. Meetings of the members shall be held at such places as designated by the B.D. not less than four times per annum.
3. Special meetings or symposia or seminars may also be held at less frequent intervals.
4. Announcement of meetings whether of a regular or special nature, will be delivered three weeks in advance together with relevant program, agendas, or voting materials.
5. A portion of each regular meeting will be devoted to V.C.A. business matters, if needed.
6. At the annual meeting in May of the V.C.A., there will be the election of officers to the B.D. At this meeting, reports of the officers will be presented as well as those of the chairpersons of the standing committees.

ARTICLE V

Section A. Board of Directors – Composition

1. The business and program activities of the V.C.A. shall be managed by its elected officers constituting the Board of Directors (B.D.). The B.D. shall exercise all the powers of the V.C.A. and perform all business in a lawful and professional manner. The B.D. shall consist of a President, a Vice President, Secretary, Treasurer, and Chairpersons of Standing Committees, i.e., By-laws, Membership, Program, and Refreshment.
2. The duties of the officers of the B.D. will be to assist and advise the President in administering the business and programs of the V.C.A.
3. No more than five members of the B.D. shall be from a single institution.
4. To the extent possible the B.D. officers should reflect the diversity of the conservation field disciplines and achieve a balance between institutional and private practitioners.

Section B. Board of Directors - Term of Office and Duties

President - *two years for first term; two years for subsequent terms; remains advisor for one year after completion of term(s)*. The incumbent is responsible for overseeing and directing the business and program affairs of the V.C.A. This person will delegate responsibilities to the officers, standing committee chairpersons, and appoint new committees. Additionally the President will have the authority to convene an Ad Hoc Disaster Response Team as needed by a state of emergency. The President will be the contact for the Disaster Response Team, and the team will act as liaison between V.C.A. members and museums, institutions, and collectors to provide information and/or assistance in case of emergency.

Vice President - *two years for first term; two years for subsequent terms*. Responsible for assisting the President, presiding in his/her absence in the chairing of meetings and the conducting of the business of the V.C.A. This person will work closely with the Program Committee Chairpersons on the organization of the programmatic content of scheduled meetings. This person will also be responsible for collecting and delivering official V.C.A. materials once a year to the *Virginia Museum of History and Culture*. Additionally this person will be responsible for preparing the interim format of the by-laws and any final form as approved by the membership. This person will study legal and financial matters impacting the by-laws and provide reports for consideration. Also See Section VI. Section A-Nominating Committee

Secretary - two years for first term; two years for subsequent terms. The incumbent of this position will take minutes of meetings including those of the B.D., retain records and files pertaining to all the communication activities of the V.C.A. This person will prepare and send out meeting notices and informational materials not included in the newsletter.

Treasurer - two years for first term; two years subsequent terms. The Treasurer will be responsible for sending out dues notices to the membership and to deposit such monies in a bank account in the name of the V.C.A. Other monies received as donations, or fees for special services will likewise be deposited. Expenses authorized by the President and B.D. will be paid out of this account. Checks will require the signature of either the Treasurer or the President. The Treasurer will prepare an annual financial statement for auditing by a designated certified public accountant and will submit a report at an annual meeting in May.

Chairperson, Membership Committee – two years, subsequent terms two years. The Chairperson of this committee will receive applications for membership. This person will maintain updated membership lists and send these out from time to time to the membership. Supplementary members, including an elected Co-Chair, may be added to this committee.

Chairperson, Program Committee – two years, subsequent terms two years. The Chairperson will be responsible for preparing draft programs for the periodic meetings and also for the annual meeting in May. The final decision as to speakers, program format, and special expenses (if applicable) will be determined by the B.D. The Program Committee will organize lectures, seminars, and informational materials in conformity with the objectives of the V.C.A. – and at venues reasonably accessible to the members. Additional members to this committee may be taken on. Supplementary members, including an elected Co-Chair, may be added to this committee.

Chairperson, Refreshments Committee – two years, subsequent terms two years. The Chairperson will be responsible for organizing the necessary refreshments to be available before (or after) the meetings. The cost for such refreshments will be paid out of the V.C.A. account. Normally this chairperson will be a resident in the city where such meetings are held. Supplementary members, including an elected Co-Chair, may be added to this committee.

Chairperson, Publications Committee – two years, subsequent terms two years unless membership votes to extend the term of office. The chairperson will be responsible for producing a newsletter containing meeting notices, informational materials and other information pertaining to the V.C.A. Supplementary members, including an elected Co-Chair, may be added to this committee.

Chairperson, Educational Programs – two years, subsequent terms two years. The chairperson will be responsible for researching and developing education programs for attendance by the V.C.A. members and other applicants. Supplementary members, including an elected Co-Chair, may be added to this committee.

Chairperson, Webmaster Committee – ***Due to specialized skill required, this position is not required to be filled through nomination; the B.D. may vote to instate a Chairperson with majority vote. Any change to Chairperson status will be shared with the membership.*** The Chairperson will maintain the V.C.A. Web site. The Web site will contain information pertaining to the V.C.A. and educational information pertinent to the field. The Chairperson may submit for consideration, any further development and implementation of such changes as would benefit the organization by means of its Web site. Supplementary members, including an elected Co-Chair, may be added to this committee.

Chairperson, Outreach Committee- two years, subsequent terms two years. The chairperson will be responsible for developing and implementing outreach activities to current or potential partner organizations and institutions, as well as fostering relationships with current and potential partner organizations and institutions. Supplementary members, including an elected Co-Chair, may be added to this committee.

Section C. Absence of Board Members – Alternates

A member of the B.D. may delegate another Board Member as an alternate to take on his/her functions during absence at a members' meeting or other business meeting.

Section D. Election of Officers of the B.D.

1. The officers of the B.D. will be elected at the last regularly scheduled meeting at the V.C.A. for the membership year in question.
2. Any individual member in good standing is eligible for election to office whether on the slate of the Nominating Committee or not.
3. No member shall hold more than one office at a time nor serve more than two consecutive terms in office.

4. If an officer does not perform in a satisfactory manner that person may be relieved of his/her office by 2/3 majority vote of a specially convened meeting of the members.
5. Committees with Co-Chairs shall stagger the election of the Chair and Co-Chair positions, so that the completion of terms will not both occur in the same year. If either of these positions needs to be filled prior to completion of a full term, the elected replacement would only serve through conclusion of the original unfinished term, to maintain the staggered election cycle.
6. The B.D. shall stagger officer turnover such that no more than two thirds of the total B.D. changes in any given cycle.

ARTICLE VI

Section A. Selection of the Nominating Committee

1. The Vice President will chair the Nominating Committee. He/she will facilitate the needs of the Board with the committee.
2. Two members shall be nominated and elected from the floor in January or two meetings before the annual meeting in May at which elections are to take place. While open nominations and election are the preferred means by which a Nominating Committee is to be formed, if this cannot be accomplished, the V.C.A. Board is permitted to appoint two members to the Nominating Committee.

Section B. Functions of the Nominating Committee

1. Nominations for officers to the B.D. will be solicited from the membership from the floor in addition to written solicitation and received by the Nominating Committee not less than 30 days prior to the vote.
2. Those put forward as nominees will be contacted directly for acceptance or refusal to stand for nomination to the respective offices.
3. A list of candidates shall be prepared for each position to be mailed to members and institutional members alike. Proxy forms will also be available at this time for persons not able to attend the meeting.
4. The election of the officers will be determined from the counting of the ballots and proxies and will be announced at the annual meeting in May, as well as in the newsletter.
5. The newly elected officers will assume their responsibility at the close of business at the final meeting of each fiscal year.
6. If a member of the B.D. resigns prior to the completion of the term of office, a replacement shall be nominated at the first appropriate membership meeting by vote.

ARTICLE VII

Section A. Amendment to the By-laws

These by-laws may be amended or repealed by a majority vote of the members (including absentee postal ballots) at a designated meeting, providing the notice of such changes has been furnished in writing three weeks in advance to the V.C.A. members.

Section B. Amendments to the Articles of Incorporation or other legal entity determined by the V.C.A.

In the event that the V.C.A. is determined to have a special legal, tax or other status at the state (or federal) level, and specific changes are required, then the discussion, consideration, or approval or such changes will be made at a designated meeting. Notice in writing three weeks in advance will be given prior to such a meeting. Again absentee postal ballots will be included in the vote.

The Virginia Conservation Association

Membership Application & Dues Payment

***Required**

*Date: _____, 20 _____

* _____ New * _____ Renewing

(Name as you would like for it to appear in the Directory-Please indicate if you do **not** want to be included in the Directory)

*First _____ *Last _____

*Address: _____

*City _____ *State _____ *ZIP _____

*Telephone: () _____ *Email: _____

Title/Institution: _____ Website: _____

I am willing to serve on the _____ Committee

(Standing Committees: Membership, Programs, Refreshments, Publications, Education, Webmaster, and Outreach)

_____ Administrator	_____ Conservator	_____ Librarian
_____ Appraiser	_____ Conservation Technician	_____ Post Graduate-Intern/Fellow
_____ Collector	_____ Curator	_____ Supporter
_____ Collection Mgr./Registrar	_____ Framer/Preparator	_____ Student
_____ Other (Specify) _____		

Areas of Conservation Expertise:

_____ Archaeological Objects	_____ Furniture	_____ Sculpture
_____ Architecture	_____ Objects	_____ Textiles
_____ Books & Paper	_____ Paintings	_____ Other (Specify Below)
_____ Ethnographic Objects	_____ Photographic Materials	_____

Are you willing to be a Disaster Response Volunteer in the event of an emergency? _____

Are you willing to serve as a Mentor? _____ Would you like to have a mentor? _____

Practicing Conservator/Consultant Conservators Only:

Would you like your contact information included in our website's VCA Services Directory? _____

The Virginia Conservation Association is open to all interested individuals. To become a member, complete this form and return it with your check made payable to VCA for \$30 (Regular) or \$15 (Student: Enclose a copy of a valid student ID) to the address below.

Application and dues payment must be received by the first meeting in September to ensure inclusion in the VCA Directory.

Note: If you are **renewing** after the first meeting in September, please apply a \$5 late fee to your payment.

The Virginia Conservation Association
P. O. Box 7023
Richmond, Virginia 23221

Reset Form