



LAKE COUNTY FOREST PRESERVES
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Preservation, Restoration, Education and Recreation

DATE: April 4, 2016

MEMO TO: Craig Taylor, Chair
Education, Cultural Resources and Public Affairs Committee

S. Michael Rummel, Chair
Finance and Administrative Committee

FROM: Alex Ty Kovach
Executive Director

REQUEST: Policy Direction authorizing staff to negotiate an agreement with the Newberry Library for the transfer of the Curt Teich Postcard Archives from the Lake County Discovery Museum's collections to the Newberry Library, Chicago, IL.

STRATEGIC DIRECTIONS SUPPORTED: Organizational Sustainability; Public Access and Connections; and Communication, Education, and Outreach.

FINANCIAL DATA: Transferring ownership of the Curt Teich Postcard Archives will reduce construction and operating costs of the District's new Collections Care Facility by an estimated \$800,000. One full time position (currently vacant) can be eliminated resulting in a salary and benefits savings of approximately \$95,000 annually. Data storage costs will be reduced by an estimated \$10,000 annually and an estimated \$30,000 in future software and hardware upgrades will be avoided. Annual revenue loss from the Curt Teich Postcard Archives will be approximately \$12,000.

BACKGROUND: On August 30, 2015, staff received direction to negotiate with the University of Illinois regarding the possible transfer of the Curt Teich Postcard Archives (Teich Archives) and supporting endowment to the University of Illinois. During the due diligence process, the District was approached by the Newberry Library, Chicago, IL (Library), asking to be considered as a possible location for the Teich Archives. On February 29, 2016 staff was directed to also negotiate with the Library about the possible transfer of the Teich Archives and supporting endowment to the Library.

As part of our information gathering process staff provided representatives from both institutions with a tour of the Teich Archives, conducted a site visit to each institution, and conducted multiple interviews with appropriate staff.

At the completion of the due diligence period both institutions were evaluated based on the following questions:

- Does the proposed institution currently possess appropriate collections storage space?
- Does the proposed institution currently possess appropriate space for on-site public access?
- Does the proposed institution possess adequate financial resources to care for the Teich Archives?
- Does the proposed institution possess adequate human resources to appropriately support the Teich Archives?
- Did the proposed institution demonstrate the ability to provide digital access to the Teich Archives?
- Does the Teich Archives complement the existing collections owned by the institution?
- Is the proposed institution able to work within our 6-month timeline for relocating the Teich Archives?
- Are there any additional benefits unique to an institution?

Staff has determined that both institutions possess appropriate facilities, staff, and financial resources to care for the Teich Archives and provide on-site public access. The University of Illinois was identified as having a stronger digital program currently in place; however, the Teich Archives provides a greater complement to the existing “core” collections of the Newberry Library, including collections on: maps, travel, and exploration; local history, community, and genealogy; Americana; history of printing; and modern manuscripts, which includes ephemera.

In addition, the Newberry Library’s location in Chicago, and proximity to Lake County, provides opportunities for greater public access and future collaboration. The Newberry Library also has had an active exhibition program for over 100 years, producing 4-6 exhibitions per year, and is able to work within the 6-month timeline we have identified for the project.

REASON FOR REQUEST: Policy Direction is requested.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance, Director of Education, Director of Public Affairs and Development, Superintendent of Educational Facilities, and Corporate Counsel.

PRESENTER: Alex Ty Kovach