

Mr. Alan Kamb, curator of the paleontology museum of the geology dept. at Univ. of Kansas reports:

1. When specimens are loaned 3 slips accompany the specimens, one to be immediately returned when specimens arrive, one when returned and one to be retained by the receiver as record. The fourth is maintained at the museum.
2. Metal case made in Topeka. \$98.00 per case. Drawers are extra. Metal ^(drawers) ones too heavy and bottom sags and then spring up. Weight is objectionable. Wooden are best.
3. Each fossil specimen is given a consecutive number.
4. Each specimen has a label including name of fossil, locality and collector. Collectors field numbers are not included as collectors rarely have field notes.
5. Collection is a systematic one and no other info. is needed.
6. Specimens arranged according to genus + species and then by consecutive catalogue number. (not by locality)
7. If 10 specimens are in one sample, the 10 are given numbers for each specimens, although not each specimen is labelled. If one is removed, the first or last number, or for that manner, any number of the assigned numbers, is given to the removed specimen and that number is removed from the assigned group of numbers. This also applies if fossils are mixed. Misidentified specimens retain original catalogue number, but name is changed.
8. Graduate students must leave specimen with museum when used as material for thesis.
9. Specimens of collections are signed out and in if used in class.
10. Study collections in laboratories and separate from ^{main museum} collection.
11. no material is sold or given away.
12. R.C. Moore objects to 6 digit numbers for catalogue numbers. and objects only to minor principles of the museum's operations.
13. A full time director or curator guarantees the perpetuation of a museum. Individuals build up collections and then when ^{fully} researched, the collection is allowed to deteriorate. These collections must have permanent care, even if not used for 50 years. A high level of authority is important for continual propagation of a museum, such as the authority given Congress to establish or abolish a national Park etc.
14. Museum should have built-in buffer area for expansion.
15. 10,000 specimen can be catalogued in 1 year (2 people)
16. Faunal assemblages are broken up to genera distribution
17. Researcher work on a group and then take with them when they leave.
18. Microfossils ~~require~~ ^{require} more ~~more~~ time in curating than large fossils.