

**BARBARA LOUISE SCHAFER**  
**Gordy Fine Art & Framing Company**  
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#### EDUCATION

**Hanover College**, Hanover, IN  
May 1988 B.A., History and Secondary Education

**Eastern Illinois University**, Charleston, IL  
May 1991 M.A., Historical Administration

#### CONTINUING EDUCATION

**New York University**, New York, New York  
Essentials of Appraising, Fall 2015  
USPAP For Personal Property Appraisers, Fall 2015, Exam passed Dec. 2015  
The Heart of the Matter: Legal and Ethical Aspects of Appraising, Spring 2016  
IRS Legal Guidelines in Valuation of Fine and Decorative Arts, Spring 2016  
Research Methods for Appraisers, Spring 2016

**Ball State University, Miller College of Business**, Muncie, IN  
Intermediate Accounting - Financial & Managerial Reporting, Spring & Summer 2015

**Indiana University, The Lilly Family School of Philanthropy: The Fundraising School**, Indianapolis, IN  
Planned Giving: Getting the Proper Start, 2014  
Developing Major Gifts, 2010  
Preparing Successful Grant Proposals, 2010  
Principles & Techniques of Fundraising, 2008

#### EMPLOYMENT

**Co-owner/Director of Appraisals & Business Operations, Gordy Fine Art & Framing Company**, Muncie, IN  
November 2015 – Present

Co-owner of custom frame shop specializing in antique frame restoration, gliding, and reproduction. Represents the art of twenty-five Midwest artists. Maintains schedule of ten annual exhibits focused on Midwest artists. Constructs exhibit furniture and traveling crates for artworks. Oversees business operations. Promotes and oversees all personal property appraisal services. Assists with marketing and community development activities.

**Grants Administrator, Muncie Children's Museum, Muncie, IN**

December 2007 – Present

Write, organize, and submit grants to local, state, and national foundations, corporations, and government entities. Research grant opportunities and connect them to programming goals. Develop relationships with granting agencies and corporations. Monitor grant implementation and outcomes. Submit narrative and financial reports. Develop, administer, and monitor visitor evaluations. Select and manage focus groups. Assist with additional fundraising endeavors including annual campaigns and special events.

Project manager for development, fundraising, and fabrication of 2,500 square foot science exhibit tentatively scheduled to open in 2016. Successfully awarded 2014 IMLS Museums for America grant to support fabrication of exhibit.

**Curator of Collections & Exhibitions, Historic Bethlehem Partnership, Bethlehem, PA**

April 1997 - July 2006

Oversaw the intellectual development and physical management of the painting, textile, and three-dimensional object collections of the Partnership's four member institutions – Burnside Plantation, Colonial Industrial Quarter, Kemerer Museum of Decorative Arts, and the Moravian Museum of Bethlehem.

Worked with board and director to guide a private collector through the process of donating a world-renowned dollhouse and toy collection. Secured and wrote guidelines for endowments totaling close to \$1 million to support the ongoing care and research of this collection.

Implemented a collections policy and procedures manual. Instituted a collections committee consisting of board and volunteer representatives to oversee policy and ongoing collection needs. Wrote Code of Ethics for board and staff members. Rewrote endowment guidelines in consultation with donors to better support care of collections and public programs. Worked closely with director and board to achieve AAM reaccreditation.

Advised on preservation needs of buildings. Managed project to preserve 1760's American Indian mission log structure with team that included an architectural historian, contractors, and staff. Worked with state preservation and local historic district officials to meet appropriate guidelines. Created and conducted public tours of site during preservation process. Secured \$60,000 in grant funding.

Curated historic room settings from the 1740s to 1880s in 18 historic buildings. Engaged guest curators, artists, community organizations, interns, staff, and volunteers for active exhibition schedule and associated programming. Curated and designed exhibits. Worked with development and public relations staff to produce marketing materials, gallery guides, and newsletters to promote exhibits and programs. Acquired various local and state funds to support exhibitions. Secured a \$15,000 grant to hire scholar to study textile collection and develop exhibition, textile symposium, and associated children's programming. Received a \$10,000 National Endowment for the Humanities grant to begin evaluating exhibits for reinterpretation.

Acquired \$20,000 to implement computer catalogue of collections. Hired, trained, and supervised temporary staff to catalogue, photograph, and input data for 15,000 objects. Secured \$40,000 to create a textile storage room and implement environmental monitoring and pest management programs. Identified artifacts needing conservation treatment, secured funding, and hired conservators to undertake work.

Oversaw and maintained loans and acquisitions. Maintained collections inventories and computerized data. Provided scholars, staff, and students access to collections. Identified and interpreted artifacts from the Colonial period through the Victorian.

**Acting Executive Director, Rome Historical Society/Erie Canal Village, Rome, NY**

January 1995 - June 1995 and August 1996 - November 1996

Supervised the daily operations of the Society and Erie Canal Village. Managed staff of 7 full time, 3 part time, and 20 seasonal employees. Reported on activities to the board.

Developed and implemented the 1995 & 1997 budgets of approximately \$300,000. Worked with staff and board in planning and implementing a wide variety of fundraisers and special events. Wrote grants that supported goals of Society. Worked with city and county officials to improve tourism and funding to the Society and Village.

**Curator of Collections, Rome Historical Society, Rome, NY**

November 1990 - November 1996

Oversaw the intellectual development and physical management of textile, painting, and three-dimensional collections. Developed collections management manual. Updated collections policy, loan forms, and catalogue sheets.

Collected objects related to Rome and documented their provenance. Developed project to document the history and realignment of Griffiss Air Force Base and its effect on its home community of Rome.

Developed and installed exhibitions. Researched and wrote exhibit scripts. Selected and prepared objects for viewing. Worked with organizations such as the developmental disability office, public library, YMCA, and area historical organizations to develop exhibits. Planned exhibit brochures, invitations, advertisements, press releases, and openings.

Secured a \$35,000 National Park Service grant to repatriate 100 burials containing artifact and skeletal remains to the Iroquois Indian Nation. Worked with Iroquois and New York State officials, as well as archeologists and anthropologists, to follow federal guidelines established by the Native American Grave Protection and Repatriation Act.

Participated in a variety of projects and programs to support fellow staff members at the Society and Erie Canal Village. Answered basic research questions in the library. Developed various slide shows, lectures, and articles. Wrote and oversaw grants that supported goals of collections and exhibits.

**H.J. Swinney Intern, Strong Museum, Rochester, NY**  
June 1990 - August 1990

**Interpreter, Lincoln Log Cabin Historic Site, Lerna, IL.**  
June 1989 - October 1989

**Gallery Assistant, Indianapolis Children's Museum, Indianapolis, IN.**  
June 1988 - May 1989

**INDEPENDENT CONTRACTOR & RESEARCHER**

**Editor, Center for Business and Economic Research at Ball State University, Muncie, IN**  
February 2013 – May 2014

Edit as needed economic studies and reports prepared by the Center for their clients including various departments of the State of Indiana. Focus editing efforts on helping the Center's economists write reports that are reader friendly to non-economist including business and political leaders.

**Consulting Registrar, David Owsley Museum of Art, Ball State University, Muncie, IN**  
April 2012 - June 2014

Unpacked, inspected, and inventoried 220 ethnographic objects and decorative arts for exhibit in the Museums newly expanded galleries. Catalogued, researched, and inspected the condition of 600 works of art, decorative arts, and ethnographic objects. Worked with staff and student interns to establish a collection record for each of these objects in the Virtual Collections database according to established protocols. Worked with staff to update the Museum's Collections Management Manual.

**Consulting Curator, Kemerer Museum of Decorative Arts, Bethlehem, PA**  
October 2012 - September 2013

Worked with staff long distance to guide them through the development of an Interpretive Plan for their newly renovated and expanded galleries. Created the timeline, scheduled meetings, and developed the framework for staff to implement the Interpretive Plan for the reopening of the Museum in the fall of 2013.

**Exhibit Researcher, Minnetrista, Muncie, IN**  
March - July 2007

Researched historical and contemporary views of farming in East Central Indiana. Assisted staff team with development of exhibit, *Indiana Acres: The Changing Face of the Family Farm*.

## EXHIBITIONS

*Indiana Acres: The Changing Face of the Family Farm*, Minnetrista, 2007  
*The Elizabeth Johnston Prime Dollhouse and Toy Collection*, Historic Bethlehem Partnership, 2006  
*Visual Journeys: Labyrinths by Ted Hallman*, Historic Bethlehem Partnership, 2005  
*Buck Rogers to Darth Vader: Space Toys of the 20<sup>th</sup> Century*, Historic Bethlehem Partnership, 2005  
*Howdy Doody Meets the Baby Boomers: Television and Toys in the 1950s*, Historic Bethlehem Partnership, 2004  
*The Eyes Have It: Community Members Look at the Past*, Historic Bethlehem Partnership, 2002  
*A Century of Progress Quilt Challenge (Juror)*, Allentown Art Museum, 2001  
*Portraits of Power: An Artistic View of Industry*, Historic Bethlehem Partnership, 1998  
*Mind, Body & Spirit: 125 Years at the YMCA-WCC*, Rome Historical Society, 1996  
*Realigning Rome: A Community's Ever Evolving Relationship with the Air Force*, Rome Historical Society, 1995  
*I Pledge Allegiance*, Rome Historical Society, 1992  
*Rome Goes To War*, Rome Historical Society, 1991

## WORKSHOPS, CONFERENCES, AND PUBLICATIONS

Conference Co-planner, *Locally Grown*, Association of Indiana Museums, Annual Conference, Indianapolis, IN, 2014  
Session Planner and Panelist, *The Top Ten List: Grant Do's and Don'ts*, Association of Indiana Museums, Annual Conference, Indianapolis, IN, 2014  
Indiana Representative, *Museums United: A Convening of State Museum Associations*, Institute of Museum and Library Services and the American Alliance of Museums, Bentonville, AR, 2014  
Workshop Co-planner, *Reducing Heating Costs in Residential Buildings Both Old and New*, Muncie Historic Preservation & Rehabilitation Commission, 2009  
Co-authored, *Computerizing Your Collections Records*, AASLH History News, Technical Leaflet, #216, 2001  
Workshop Co-planner and Presenter, *You Bought the Software-Now What? Computerizing Your Collections Records*, Pennsylvania Federation of Museums and Historical Organizations, Birdsboro and Scranton, PA, 2001  
Session Panelist, *A Pinch of This! A Dash of That: Ingredients for a Historic House Furnishing Plan*, Pennsylvania Statewide Museum Conference, Malvern, PA, 1999  
Co-authored, *NAGPRA Inventory of the Rome Historical Society Collection From The Pen Site, CA. 1682-1696*, Presented at the Annual Meeting of the New York State Archaeological Association, Lake George, NY, 1997  
Session Planner and Panelist, *Documenting Current History*, Mid-Atlantic Association of Museums Annual Meeting, Long Island, NY, 1996  
Chairperson, Regional Council of Historical Agencies' Annual Conference, Utica, NY, 1996  
Session Panelist, *Repatriation: Developing Relationships*, Mid-Atlantic Association of Museums Annual Meeting, Morristown, NJ, 1995  
*The Women's Club*, Annals and Recollections, Rome Historical Society, July 1995  
*The Colony System at Rome DDSO*, Annals and Recollections, Rome Historical Society, April 1994

## PROFESSIONAL & COMMUNITY SERVICE

Association of Indiana Museums, 2012 - 2015

Vice President, September 2013 - 2015

Project Stepping Stone (Provides housing for families in poverty in Muncie), 2009-2015

President, November 2012 - 2015

Muncie Art Students' League, 2009-Present

President, May 2013 - April 2014

Vice President, May 2012 - April 2013

Treasurer, May 2010 - April 2012

Muncie Historic Preservation & Rehabilitation Commission, 2007 - 2010

Commissioner

Indiana Arts Commission

Grant Advisory Panelist, Region Five, 2007-2010

West Walnut Neighborhood Association (Allentown, PA)

Founding Member and Historic District Chairperson, 2004 - 2006

Lehigh County (Pennsylvania), Bethlehem Area and Two Rivers Area Chamber of Commerce

Member, Leadership Lehigh Valley Class of 2000

Pennsylvania Federation of Museums and Historical Organizations

Workshop Planner, 2001

Member, Curator's Roundtable, 1997 - 2001

Pennsylvania Historical and Museum Commission

Consultant, Technical Assistant Grant Program, 1998

American Association of Museums

MAP Assessment Program Surveyor, 1996, 1999, 2002

Institute of Museum and Library Services

General Operating Support Grant Reviewer, 1996, 1998

Regional Council of Historical Agencies (New York)

Secretary, March 1995 - September 1996

Chairperson, Annual Conference, 1996