

# Now & Then

STILL NATIONAL OSTEOPATHIC MUSEUM

INTERNATIONAL CENTER FOR OSTEOPATHIC HISTORY

## Museum Announces Major Expansion and Renovations



Rob Clement, M.A., Exhibit Preparator

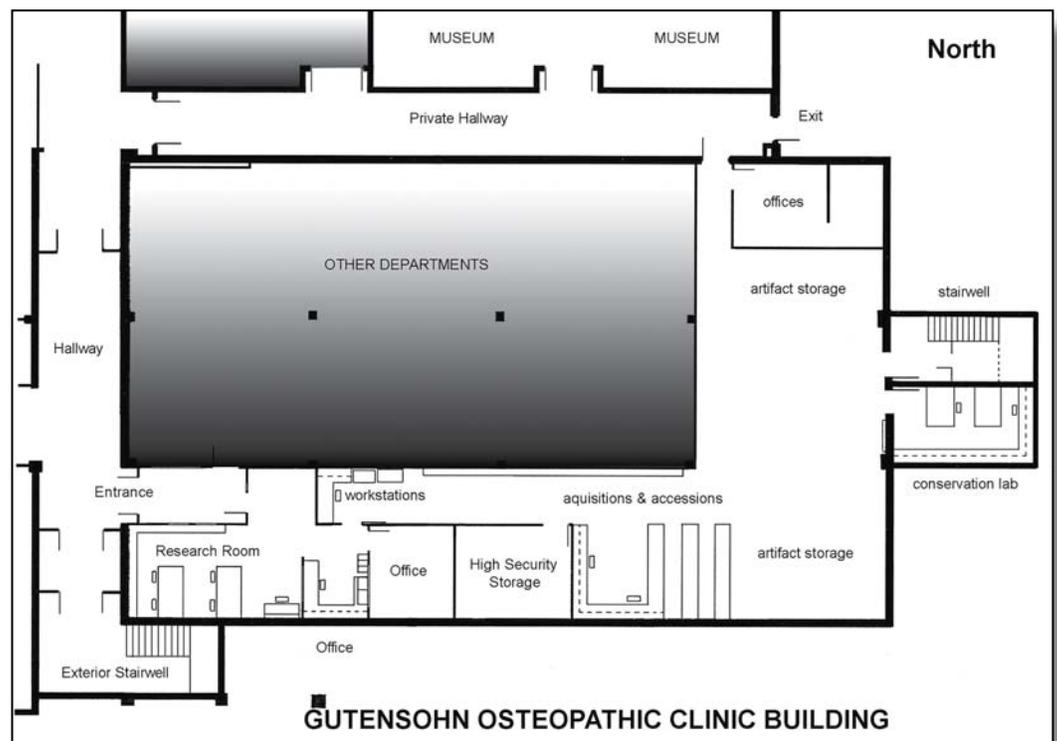


Although winter is often known as a time for slowing down and reflection, the Museum will soon commence work on a series of large-scale projects aimed at both expanding and improving our existing facilities. Beyond simply adding bookshelves or shifting boxes of collections, and unlike improvement projects completed over the past ten years, this initiative will fundamentally change the face of the Museum in several important ways. As I head into my twelfth year here at the Museum, I eagerly look forward to what I believe will be our most significant change since our incorporation into the university in 1996.

In this article I will detail our plans to expand and improve our facilities, services, and accessibility, provide a tentative production schedule for those of you planning to visit us in the coming year, and place all of this work in its proper context – moving forward to produce the best Museum possible. And speaking of moving forward, it's best to start out by understanding the Museum's goals. First and foremost, we are here to collect, document, and interpret the complex and compelling history of the osteopathic profession. As a public trust, we are also here to preserve and make accessible this growing collection of artifacts known as the Still National Osteopathic Museum (SNOM).

### TOP OF THE LIST: ACCREDITATION

Over the past fifteen years we have taken incremental, yet important, steps toward reaching a broader audience, expanding our collection, developing exceptional exhibits and programs,



Floor plan of proposed International Center for Osteopathic History

and approaching our work with the utmost professionalism. While we continue to build and improve daily, the Museum staff also aspires to a common goal – accreditation by the American Association of Museums (AAM). There are several compelling reasons for achieving accreditation, best summed up by the AAM itself:

Accreditation is a widely recognized seal of approval that brings national recognition to a museum for its commitment to excellence, accountability, high professional standards, and continued institutional improvement.

In addition, an accredited museum has the ability to lend or share artifacts with other accredited museums and, most importantly, gains access to large, well-known public and

private endowments. This last benefit alone would allow our Museum to access funding far beyond what is presently available.

The process for accreditation includes regular examinations by consultants, continual self-evaluation, and addressing issues ranging from proper collections care and artifact storage, to exhibit fabrication, educational programming, and qualification of staff. From start to finish, the entire process often takes three to five years. SNOM began the accreditation process in 1996-97 with a Conservation Assessment Program evaluation. After the evaluation we planned a schedule of recommended improvements to be discussed at regular monthly meetings. During these meetings (1998-2000) all staff persons were assigned a small number of tasks to improve their own areas within the Museum.

The benefits of accreditation include the following (from AAM):

- Credibility and accountability, with both national and state cultural organizations
- A clearer sense of purpose, focusing on a museum's strengths, goals, priorities, and mission
- Leverage and support, useful as a tool for lobbying government, donors, and foundations
- Sustainability and a stronger institution
- Promoting a professional, qualified staff and administration

At present there are eleven accredited museums in Missouri, with only two in the northern half of the state (both in St. Joseph); however, with more than 336 listed museums in the state, only three percent have achieved accreditation.

### HUMBLE BEGINNINGS

In order to fully appreciate this upcoming expansion, it is important to consider the Museum's slow but qualitative growth since its inception. (For a more comprehensive history, refer to the Spring 2005 issue of *Now & Then*.)

Originally consisting of only two glass display cases in the main lobby of Memorial Hall, the first effort to create an osteopathic museum began in 1934 on the campus of the Kirksville College of Osteopathy and Surgery (known today as ATSU-KCOM). Over the ensuing years, a growing backlog of artifact donations prompted caretakers to take several steps toward increased funding and visibility, and by 1978, they began searching for a larger facility. In 1980 the collection was moved into its first consolidated location, occupying half of the Oklahoma Building, a small clinic building located on Fourth Street, directly adjacent to the birthplace cabin and the first school.



In 1997 ATSU offered the Museum artifact storage space in the basement of Memorial Hall; however, the offer was declined due to environmental concerns.

### CONSOLIDATION, EXPANSION, RELOCATION

By 1986 the Museum occupied the entire building, gaining office, exhibition, and storage space. Four years later the College opened discussions with Museum officials, offering space in the newly proposed Education Building to be completed in 1994; although not administratively part of the College, the Museum would occupy the space rent-free and have access to various services at no cost. In April 1995 the Museum moved into its current location, once again directly adjacent to the recently-moved cabin and first school. Less than a year later, the College incorporated the Museum as a department, providing a payroll, full access to College services, and new facilities.

The final floor plans for the Museum included gallery space (two rooms), a front office area, a workroom, and a 160-square foot artifact room. As evidenced in the photo below, the Museum had to store the majority of its collection (much of which was not yet installed at the time of the photo) in the back two-thirds of the allotted gallery space.

Expanding from a total space of approximately 1,800 square feet into a new facility featuring roughly 3,000 square feet (combined storage, gallery, and office space) soon prompted another opportunity for growth. For many years, the school's A.T. Still Memorial Library had housed a special collection of historic materials known as The National Center for Osteopathic History (NCOH); this relatively large collection contained osteopathic journals, early research, and Still Family artifacts, ranging from photographs to letters and manuscripts. The NCOH also featured a small reading room for both the serious student, and the casual researcher of osteopathic medicine.

For years an independent entity, the Museum's mission was undeniably similar to that of the NCOH. When

the College incorporated the Museum, the redundancy of the two collections became immediately evident. In the summer of 1997, the NCOH was placed under Museum management and the two collections consolidated — marking the birth of a tedious, ongoing, yet necessary registration project. In the course of just a couple of months, the Museum nearly tripled the size of its collection, acquired the NCOH space in the basement of the George Still Building, and added two additional people to its staff.

Since we receive a constant stream of donations — often as many as 1,200 to 1,500 a year — we have to design our storage spaces as efficiently as possible. By estimate, we have been beyond maximum capacity since 2004.



Back portion of Museum's main gallery, April 1995

As a result of this consolidation, in 1998 the Museum created a long-term plan to address needs related to its continuing growth – additional work space and collection storage, gallery improvement and expansion, and operations/services. By 1999 collection storage and an exhibit workshop had been created off-site in the Annex Building, and in 1999 we carved offices out of existing storage space and planned the physical merger of the collections. Since 2002, however, we've dramatically increased our gallery space and storage needs, received literally thousands of additional donations of artifacts, added staff, and increased our domestic and international research services nearly ten-fold.

Soon after moving into our new location in the Tinning Education Center in 1996, we constructed a false wall to separate the gallery from the artifact storage area. Over the course of the next four years we methodically moved artifacts to the NCOH



Back (storage) portion of the Museum's main gallery, October 1997

and Annex facilities. This process included designing the storage spaces, purchasing and installing proper shelving, moving the artifacts, and, most importantly, cataloging and registering every item during the move. We will be repeating this tedious process during our upcoming move.

#### **KEEPING AN EYE ON THE BRASS RING**

As one can see from the above information, nothing at the Museum could ever be accomplished without thorough, long-term planning, and at the end of every calendar year, we review our space and operational needs. In 2004, when plans were announced regarding the construction of the Connell Information Technology Center, we focused on soon-to-be-vacated space in the adjacent Gutensohn Clinic Building's east basement. The new building, which was subsequently completed in 2007, features an expansive new OTM laboratory, replacing the old lab in the Gutensohn basement. Originally designed in the 1970s as document storage space, this large 6,000-square foot space featured characteristics favorable to museum collection storage use: limited access (good for security), open plan (desired for adaptable collection storage), a better fire suppression system than that in the Still Building, easy street access/visibility for visitors, and increased proximity to the Museum.

Since then, we've kept up efforts to acquire at least a portion of that space while making subsequent improvements to those

original plans. With future accreditation in mind, we expanded the scope of those plans beyond just additional storage space to include:

- A new, larger reading/research room with additional work stations
- Larger updated offices for the curatorial staff
- Designated student worker stations
- Photocopy, scanning and registration work areas
- A separate conservation lab with several work tables
- Supply storage
- A high security (safe) room for the most valuable artifacts in the collection
- Enlarged artifact storage space with abundant shelving

This newly designed space should comfortably accommodate not only our staff and artifacts, but also the numerous researchers we expect to host for the next several years – if not decades – to come.

After several months of negotiations this past autumn, we were recently notified the Museum will be granted one-half of the Gutensohn Clinic's east basement, while the A.T. Still Research Institute will occupy the other half. Construction should begin in early 2009. Once the basic build-out has been established, the Museum will complete the interior modifications over the course of the spring. Afterwards we will complete the offices and finally move the collection – a lengthy process which involves a well-thought-out design, the installation of proper shelving, and the relocation of thousands of artifacts. The bulk of the collection, currently located in the basement of the George Still Building, will be moved to the new facility, while the artifacts now kept at the Annex will be moved to the current NCOH area. Even though the Museum will eventually relinquish its current storage space at the Annex, the net storage gain will be around 1,500 square feet.

#### **LIVING THE PRESENT, ENVISIONING THE FUTURE**

The additional space will offer benefits over the current configuration: 1) the additional 1,500 square feet of storage space will provide better and easier access to our artifacts and allow for several years of collection growth; and 2) the NCOH, which will be renamed the International Center for Osteopathic History (ICOH) to reflect the international scope of its mission, will become more user-friendly, featuring a larger research room with more tables and a media station. Staff and students will also enjoy larger offices, dedicated workstations, a new, separate conservation lab space, and a large high-security room.

An additional benefit to the Museum staff will be the proximity of the new location – directly across the hall to the south. We will no longer have to navigate carts down busy hallways or travel across town to retrieve valuable artifacts. This feature creates yet another benefit to the move – increased visibility. Located directly beneath the main entrance to the Gutensohn Clinic, both researchers and casual visitors will be better able to locate our new facilities.

Finally, the two most important benefits to the Museum pertain to exhibition space and accreditation.

## Growth of Museum Square Footage Through the Years

(Includes collection storage, exhibition space, offices and other workspace.)

Year	Allocated Museum Space	added space	total space
1935	Two glass cases in Memorial Hall (MH)	----	c. 40 sq. ft.
1974	addition of six more cases in MH	110 sq. ft.	c. 150 sq. ft.
1980	Move to half of Oklahoma Building	1,200 sq. ft.	1,200 sq. ft.
1986	entire Oklahoma Building (w/ portion of basement)	2,600 sq. ft.	
1995	Move to Tinning Education Center	600 sq. ft.	3,200 sq. ft.
1997	addition of NCOH in Still Building	1,600 sq. ft.	4,800 sq. ft.
1999	addition of space at Annex Building	1,100 sq. ft.	5,900 sq. ft.
1999	addition of Garden exhibit	2,000 sq. ft.	7,900 sq. ft.
2000	addition of Heritage Hall management	3,200 sq. ft.	11,100 sq. ft.
2009	Move to Gutensohn basement	3,000 sq. ft.	14,100 sq. ft.



Back portion of the NCOH Collection Area, October 1997

First, after completing the move into the new ICOH, the Museum will initiate plans to expand our gallery space over the next several years. This expansion will include moving the director's office inside the Museum, reducing the size of the meeting room, and clearing walls to reconfigure our gallery layout. Secondly, the overall improvements will push us several significant steps closer to accreditation by the American Association of Museums. By creating larger and better artifact storage areas, expanded user-friendly research facilities, upgraded offices and exhibit space, and establishing enhanced operational protocols, we will be closer to our ultimate goal of accreditation.

## Grant Funds Transcription/Digitization of A.T. Still's Personal Papers

The Missouri State Library Office of the Secretary of State (Library Services and Technology Act Federal Grant Program) has awarded Still National Osteopathic Museum's International Center for Osteopathic History and A.T. Still Memorial Library \$38,761 to transcribe and digitize the historical handwritten personal papers of Andrew Taylor Still, M.D., D.O. (1828-1917).

According to Debra Loguda-Summers, curator and project director, the Museum and Library have shared responsibilities for maintaining the historic documents represented by Dr. Still's papers. Museum and Library staff have witnessed an ever-increasing demand for access to the founder's correspondence, manuscripts, notes, Civil War records and documents reflecting his philosophy, holistic perception of patients, and his unique, homespun approach to both.

"This grant will allow us to transcribe and place over 560 pages of Dr. Still's documents on line with the Missouri Digital Heritage database for patrons throughout Missouri and the world," said Loguda-Summers.

The project, which begins in February, is scheduled to be completed by January 2010. More information about the Missouri Digital Heritage Database may be found at [www.sos.mo.gov/mdh](http://www.sos.mo.gov/mdh).

## Recent Donations

- **Dr. and Mrs. Stanley Bohon:** Assorted artifacts and documents
- **Dr. Olaf Craft:** Book from Dr. F.P. Millard, *Practical Visions*
- **Dr. Charles Hess:** Photographs from the American School of Osteopathy (ASO), ca. 1900
- **Dr. Carolyn Hickman:** Draft document explaining osteopathy; from Drs. M.L. and E.M. Maxwell
- **Mary Ann Hill:** Personal artifacts from Dr. Benjamin S. Jolly
- **Mrs. F.J. Kearley:** American School of Osteopathy Marching Band sheet music, composed and published by F.A. Piper; 1903
- **Virginia G. Laplanter:** Documents, artifacts, books and photographs from her father, Dr. Roy V. Gerken.
- **Susan Laughlin, Dr. Anne Laughlin Kempf and Dr. Patrick Laughlin:** Personal artifacts, books and documents of Dr. George Laughlin (former KCOS President 1923-1944.), Dr. Blanche (Still) Laughlin and Dr. Andrew Taylor Still. They are the great grandchildren of Drs. George and Blanche (Still) Laughlin.
- **Brenda Bigsby Long:** Dr. M.E. Garrett, [ca.1899] Red notebook with handwritten notes on women's illnesses. (*In Memory of Edgar and Roberta Bigsby*)
- **Dr. Harold Magoun Jr.:** Books and personal artifacts of his father, Dr. Harold Magoun Sr.
- **Methodist Rehabilitation Center:** 1942 Iron Lung donated to the Center from the Columbus Exchange Club (Columbus, Miss.)
- **Dr. Dorothy Neff:** Gold Jewelry Pins from KCOS and A&S Club

- **Barbara Peterson:** Twenty-five boxes of osteopathic documents, books and photographs
- **Dr. Lawrence M. Uhrig:** Manuscript of narrations by Dr. Harold I. Magoun Sr. on the W.G. Sutherland recordings
- **Brian Watts:** Portraits of Dr. Audrey Watts
- **Mike Dodson:** Diploma of his great grandfather from the Columbian School

## Grant Applications Pending/Applied for:

- Institute of Museums and Library Services, Museums for America Grant: *Osteopathic Heritage Collection Inventory Project*: \$125,252
- Institute of Museums and Library Services, American Heritage Preservation Grant: *Preservation of Photographic of Andrew Taylor Still, M.D., D.O. and Preservation of the Marion Blakelock Painting*: \$1,311
- AASLH Alderson Internship Grant: *Summer Internship for Museum Studies Student*: \$3,000

## Grants Won

- Missouri State Library LSTA Grant: *Transcription and Digitalization of the Andrew Taylor Still, M.D., D.O. Papers*; \$38,761.
- KOAA Grant: *Security System for the Still National Osteopathic Museum and National Center for Osteopathic History*; \$1,400
- Richard Brownlee Fund: *Digital Media Player for Medical History Exhibit*, \$700

Thank You

Thank you to our great group of Volunteer and Work-Study Students from Truman State University and KCOM:

Sarah Bell-Truman	Cassie Mundt, Truman '08
Sarah Biggerstaff, Truman	Erich Noack, Truman
Robyn Esmahan, Truman '08	Danielle Schallom, Truman '08
Natalie Hall, Truman	Gabe Shoup, Truman
Deborah Kelley, ATSU-KCOM	Kristine Tiu, ATSU-KCOM



Dr. and Mrs. Thomas A. Quinn, pictured with Curator Debra Loguda-Summers (center).

## ROOM TO BE NAMED FOR BENEFACTORS

A special thank you is extended to Dr. and Mrs. Thomas A. Quinn for their recent donation to the Still National Osteopathic Museum, which was designated specifically for the new IHOC. In recognition of their generosity, the ICOH's new research library/reading room will be named after the Quinns.

*"Osteopathic history and heritage has become my passion and to have the research library named after my wife and me would be an extreme honor."* – Dr. Quinn

## Museum Exhibits Connect Osteopaths from Around the World

Good news travels ... and travels ... and travels! One indication of today's level of interest in osteopathic healthcare is the number of all-expenses-paid invitations the Museum receives to take its artifacts and newly-discovered research materials on the road and beyond.

It all began in the fall of 2005 when the Museum provided its first international exhibit at the International Conference of the German Osteopathic Association (VOD), a non-physician osteopath group currently working toward government recognition in Germany.

Working through professional contacts with Jolandos (a German publishing company focused on translating historic books about osteopathy into the German language) the VOD, a non-physician osteopath group currently working toward recognition in Germany, invited the Museum to present research and artifacts to osteopathic professionals and students in a manner which Director Jason Haxton felt would have the greatest impact. And impact it did: conference attendees gave the presentation an overwhelmingly positive evaluation, characterizing the exhibit as "personally significant." The exhibit included:

- Personal effects of osteopathic founder A.T. Still, M.D., D.O.
- Historic image collection of poster-sized photographs
- Copies of newly-discovered written material of Dr. A.T. Still
- Duplicates of rare books
- Free promotional materials from A.T. Still University

Highly attended, the exhibit drew participants from several other countries, including Russia, England, Canada, and Aus-

tralia, many of whom remarked they would also appreciate the opportunity to share the Museum experience with their own osteopathic students and professionals. As a result, this fall will mark the fourth year of exhibiting at the VOD Congress in Germany. Other countries which have sponsored their own exhibit venues are Canada, England and Russia.

The Museum's most recent international exhibit was held for the Australian AOA in October – at the "Embracing a Second Century of Practice" Conference. International in scope, this conference was sponsored by the national professional body representing Osteopaths in Australia. Originally founded in 1955 in Victoria, the Australian AOA represents osteopaths in all states, establishing liaisons with government and other statutory bodies regarding professional, educational and legislative issues. Designated as registered health practitioners and comprising one of the nine registered health professions in Australia, osteopaths have practiced in the country for 100 years. In fact, the Museum exhibit features artifacts and papers written by one of Australia's earliest practicing Australian osteopaths – Florence MacGeorge, who graduated from the founding school of osteopathy in Kirksville in 1901.

The Museum exhibit was so well received that osteopathic instructor Paul Orrock requested an opportunity to bring the exhibit to Southern Cross University (SCU) in Lismore, the newest school of osteopathy. With more than 1800 students taught and supported by over 150 staff dedicated to providing the highest quality learning experiences, SCU aims to produce not only good scientists, but capable and creative practitioners. SCU also

offers professional degree qualifications in naturopathy and acupuncture and has been a leader in natural and complementary medicine since 1995. According to the university's website, SCU will be the only place in Australia outside Melbourne where students will be able to study osteopathy, a profession which is growing nationally, with visits to osteopaths almost doubling between the mid-1990s and the mid-2000s.

Future museum exhibit venues may include Guam and New Zealand. Haxton reflected on this global interest: "I like to think that Dr. A.T. Still, who freely shared his teachings and ideas with all people, would be pleased to know his Missouri mud boots have traveled halfway around the world to places he could only dream of visiting."



Museum exhibit with faculty at Southern Cross University in Lismore, Australia

## Curator Attends Symposium

For the second time, the Museum was invited to host an exhibit earlier this summer at the International Symposium at the College d'Etudes Osteopathiques de Montreal (CEO) in Montreal, Canada.



Stark, Summers, and Loguda-Summers

Curator Debra Loguda-Summers, along with her husband, Gift Income Coordinator Harvey Summers, traveled to Montreal with many of the Museum's artifacts. Included in this year's exhibit were:

- Dr. Still's "Prince Albert Suit" (purchased for Dr. Still by his students when Missouri's governor approved legislation legalizing Osteopathy)
- A "Saint's Rest" (invented by Dr. Still)
- A wooden "Mallet" Dr. Still invented in order to be able to treat himself when necessary

This year, for the first time, several computers were set up for students to access our new online Early Journals Collections while Loguda-Summers was there to assist with research questions/image requests.

The highlight of the symposium, held June 6-10, was Saturday night's gala, which included the graduation of more than 40 students from the College d'Etudes.

A big "merci beaucoup" to the CEO, Jane Stark, D.O.M.P. (Canada), and Philippe Druelle, D.O. (Europe).

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## Graduation will be here soon!

*Give the gift that keeps on giving!*

Support the Museum and be assured your donation of \$25 or more will help support the Museum's mission: *to collect, preserve, and make available artifacts and related materials to communicate the history and philosophy of the osteopathic principles of body, mind, and spirit to a global audience.*

As a Museum supporter, you will be rewarded with the personal satisfaction you have helped enable the Museum's staff to continue their efforts to preserve and promote osteopathic heritage. Your donation makes possible the ongoing promotion, restoration, and exhibition of artifacts which are unique to osteopathy.

## New Curatorial Assistant



Magers

In August, the Museum staff welcomed Barbara Magers as our new Curatorial Assistant. Magers has a long association with the Museum and ATSU, dating back to the early 90's when she worked in both the Special Collections (now the International Center for Osteopathy) and the Reference Department of the A.T. Still Memorial Library.

Magers attended Northeast Missouri State University and has received training at the Campbell Center for Historic Preservation Studies in Mount Carroll, Ill., received a certificate in "Libraries and Librarianship: Past, Present and Future" from Oxford University in England, and interned at the Western Historical Manuscript Collection at the University of Missouri in Columbia. In 1997, she was appointed to the A.T. Still Osteopathic Museum Advisory Committee. She returns to ATSU after ten years with the Pickler Memorial Library at Truman State University.

A native of Kirksville, Magers owns two cats and says she is excited to return to "the odd and quirky bunch" at the Museum.

## Curatorial Staff Attends Archivist Symposium

On September 26, Curator Debra Loguda-Summers, and Curatorial Assistant Barb Magers, attended the Kansas City Area Archivists fall educational symposium, *Go Online with Your Digital Collections*, held at the Linda Hall Library in Kansas City, Mo.

Presentations were conducted by Digital Services, the Linda Hall Library, the University of Missouri-Kansas City Library, Bethel College in Newton, Kansas, and the Missouri Botanical Gardens in St. Louis, Missouri. The program focused on issues surrounding the challenge of putting collections online and included tours of Linda Hall Library's Digitization Lab.

To see examples of some of the web sites discussed, go to: [www.lindahall.org/services/digital/index.shtml](http://www.lindahall.org/services/digital/index.shtml); [www.library.umkc.edu/spec-col/digital-library.htm](http://www.library.umkc.edu/spec-col/digital-library.htm); [www.bethelks.edu/mla/holdings/index.php](http://www.bethelks.edu/mla/holdings/index.php); or [www.botanicus.org](http://www.botanicus.org).

Finally, if you haven't visited us for a while, stop in! Heritage Hall, the Museum Gallery, and the International Center for Osteopathic History are located on the ATSU Campus for you! Graduation shopping? Browse our gift shop for unique osteopathy-related presents, including framed historic photographs in sepia tones and black and white. Bring your friends and family, and share our rich heritage!

## SUPPORTER REGISTRATION

D.O.s, please include your school and graduation year.

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Would you like to receive the Museum newsletter by email?

Yes  No

\$5 Student

\$15 Resident/Intern

\$25 Associate

\$50 Friend

\$95 Research

\$100 Patron

\$500 Sponsor

\$1,000 Benefactor

\$5,000 Donor Laureate

Payment by  Check # \_\_\_\_\_

*(Checks drawn on U.S. banks only.)*

or  MC  V  AE  Discover

Acct. # \_\_\_\_\_

Exp. Date \_\_\_\_\_

Signature \_\_\_\_\_

Tax deductible to the extent of the law.

I would like to make an additional donation to the following fund(s):

\$\_\_\_\_\_ Collections \$\_\_\_\_\_ Education \$\_\_\_\_\_ Exhibition

## MUSEUM HOURS

**8 a.m. – 5 p.m. M-W, F • 8 a.m. – 7 p.m. Thurs. • Noon – 4 p.m. Sat.**

Closed on major holidays, during exhibit installations, and for special campus events.

660.626.2359 • 660.626.2984 *fax* • [museum@atsu.edu](mailto:museum@atsu.edu) *email*

**[www.atsu.edu/museum](http://www.atsu.edu/museum)**

## MUSEUM STAFF

Director ..... Jason Haxton

Curator ..... Debra Loguda-Summers

Curatorial Research Assistant ..... Barb Magers

Exhibits Preparator ..... Rob Clement

Education Coordinator ..... Jeri Hintz

Office Manager ..... Elaine Pipes

