

ALLISON CUMMINGS

• Oakland, CA 94609 •

MANAGEMENT PROFILE

- 13 years experience in art collection management within government operated as well as private institutions.
- Highly proficient in collection registration practice – evaluating conservation needs, exhibiting, documenting, handling, packing, shipping and storing artwork of broad media.
- Experience managing and evaluating performance of collections staff, outside contractors, interns, and volunteers.
- Ability to maintain high volume work load while successfully completing several diverse projects.
- Experienced in communicating with a range of personalities – from artists to trustees, preparators to curators, politicians to city employees – with tact, discretion, and a sense of humor.
- Experience forecasting costs, preparing and administering budgets.
- Technical Proficiencies: Office Suite, PhotoShop, FileMaker Pro, The Museum System & EmbARK (collections management databases), Lotus Notes and website maintenance.

PROFESSIONAL EXPERIENCE

SAN FRANCISCO ARTS COMMISSION — San Francisco, California

Senior Registrar, Civic Art Collection December 2007 – present

- Manage the Civic Art Collection program operations and budget (\$750,000), supervise the work of collections staff, outside contractors and collection interns.
- Oversee the conservation, maintenance and repair of artwork in the Civic Art Collection – a broad public art collection located throughout the city of San Francisco consisting of numerous media, including permanently sited monumental sculpture, WPA era frescos, architecturally integrated contemporary installations, painting, photography, works on paper, ceramics, and time-based media. Assure that museum quality standards of care are applied to the stewardship of the collection.
- Vet all new Art Enrichment projects with Public Art Program project managers, advising appropriate materials for commissioned projects, with an eye towards longevity and maintainability. Guide artists when necessary towards materials that meet their aesthetic needs as well as required endurance.
- Oversee the accession and de-accession of works in the collection, loans to arts institutions as well as city agencies, and the ongoing collection inventory. Monitor legal and ethical implications of transactions; initiate and implement collection policies.
- Develop and maintain a comprehensive collection documentation system, including both electronic and manual records.
- Participate extensively in fundraising goals for collections care as well as educational initiatives based on the collection. Identify and apply for related grants and other funding opportunities.
- Plan and conduct tours and various public speaking engagements relating to appreciation of the Civic Art Collection.
- Co-organizer and contributor to the “Maintenance and Care of Public Art: Round Table Discussion” at the Americans for the Arts Annual Conference in June 2009, addressing challenges inherent in maintaining public art.

SAN FRANCISCO MUSEUM OF MODERN ART — San Francisco, California

Assistant Registrar, Permanent Collection May 2001 – December 2007

- Managed accessions of artwork (varied media, approximately 3500 works over 6 years), as liaison between the museum and vendors, donors, and artists. Responsible for the accurate research and cataloguing (database management and document file maintenance), coordinating examinations and treatments with the Conservation Department, and permanent storage of artwork.
- Directed the installation of permanent collection artworks in-house and on loan to other institutions, coordinating efforts between curators, conservators and preparators.
- Established standards for the management of SFMOMA’s prominent time-based media collection: developed and implemented an extensive inventory and permanent storage analysis, resulting in a new storage system and modernization of all electronic records.
- Active contributor to the Media Matters Consortium for over 4 years, collaborating with the New Art Trust, MoMA, and Tate Modern towards establishing best practice guidelines for care of time-based media art.
<http://www.tate.org.uk/research/tateresearch/majorprojects/mediamatters/>
- Presenter on the panel “Concerning the Ephemeral: Materials That Won’t Last” at the Western Museum Associations Annual Meeting in October 2003, addressing registrars’ challenges in caring for time-based media.
- Couriered extremely valuable artworks on both domestic and international (Europe and Asia) shipments.

Registrar for selected exhibitions (from a total of 14 shows over 5 years) covering a broad range of media:

Matthew Barney: *Drawing Restraint* 6/23/06 – 9/17/06

(Large scale mixed media sculpture and video exhibition encompassing 16,000 square feet of exhibition space)
Managed all logistics around the installation at SFMOMA and the final dispersal to lenders after the show closed, requiring extensive communication with the co-organizer 21st Century Museum of Contemporary Art, Kanazawa Japan. This involved overseeing contract employees, installation schedule, budget, lender concerns, and effectively coordinating international shipments by air, land, and sea, for 180 crates requiring approximately 15 full tractor trailers.

Alexander Girard: *Vibrant Modern* 10/14/06 – 2/25/07

(Permanent collection exhibition of recently gifted mid-century textiles)
Coordinated extensive collaboration between curators, preparators and a contract textile conservator, creating a unique display system to effectively and safely exhibit a group of previously damaged textiles.

Image, Body, Text: *Selected Works by Gary Hill* 3/24/05 – 5/30/05

(Combined SFMOMA permanent collection and loaned media art installations)
Implemented new procedure for managing time-based media works on loan to the museum, comprising of new documentation formats and direct collaboration between the lenders, the artist and installation staff.

Ellsworth Kelly – *Stele 1* 4th Floor Terrace June 2004

(De-install from SFMOMA outdoor 4th floor terrace and re-install at co-owner's home in Atherton)
Oversaw the de-installation of this 8300 lb. steel sculpture from the 4th floor terrace, rigging down to a flatbed truck on 3rd Street, transit to Atherton, and rigging into new location. Assisted co-owner with placement and conservation concerns associated with the re-installation.

Contemporary American Photography 10/25/02 – 2/2/03 Samsung Museum of Art

(SFMOMA permanent collection traveling exhibition)
Successfully coordinated logistics—including budgeting, packing & crating, shipping, and installation—for an exhibition of 120 permanent collection photographs traveling to and from The Samsung Museum of Modern Art in Seoul, South Korea. Traveled to Seoul to oversee install and de-install.

MUSEUM OF CONTEMPORARY ART, SAN DIEGO — La Jolla, California

Registrarial Assistant September 1998 – April 2001

- Managed permanent collection inventory (approximately 4,000 works), organized the safe packing, storage and accurate documentation of each piece.
- Coordinated museum collections functions, processed loan forms, gift agreements, and accession documentation.
- Collaborated with artists, preparators, and curatorial departments in exhibition installations.
- Assessed conservation needs for the permanent collection, contracting with the Balboa Art Conservation Center when applicable.
- Administered the rights and reproductions of the permanent collection for both print and online use.
- Conducted artwork appraisals for fine arts insurance purposes.

PREVIOUS PROFESSIONAL EXPERIENCE

PORTER TROUPE GALLERY — San Diego, California

Assistant Curator / Director's Assistant June 1997 – September 1998

MUSEUM OF CONTEMPORARY ART, SAN DIEGO — La Jolla, California

Exhibition Assistant August 1997 – December 1997

MUSEUM OF CONTEMPORARY ART, SAN DIEGO — La Jolla, California

Intern, Registration Department June 1997 – September 1997

LOS ANGELES COUNTY MUSEUM OF ART — Los Angeles, California

Student Intern, Registrar's Office July 1996 – September 1996

MUSEUM OF PHOTOGRAPHIC ARTS, SAN DIEGO — San Diego, California

Intern, Special Projects April 1996 – July 1996

EDUCATION

University of California, San Diego 1993 – 1998 La Jolla, California

**Bachelor of Arts Art History/Criticism and Bachelor of Arts Political Science
Minor in Visual Arts (Studio)**

University of Georgia, Lamar Dodd School of Art Fall 1996 Cortona, ITALY