

## COVER PAGE

### PROJECT INFORMATION

Please complete the fields below with information regarding your project.

**Project Title** Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum

**Brief Description** The project aims to mount an exhibit that models sustainable practices and development of a McGill departmental collection

**Total Estimated Project Budget** \$42,000.00      **Amount Requested from SPF** \$35,000.00

**Campus(es) Impacted**  Downtown  Macdonald  Gault Nature Reserve  Other \_\_\_\_\_

### CONTACT INFORMATION

#### Project Leader

*This person must be a current McGill University student, administrative staff, or academic staff.*

Name	<u>Dr. Richard Fraser</u>	Affiliation	<u>Academic Staff</u>
Phone	<u>514-934-1934 ext 43858</u>	Faculty/Unit/Organization	<u>Faculty of Medicine</u>
Email	<u>richard.fraser@mcgill.ca</u>	Campus	<u>Downtown</u>

#### Project Team Members

*The SPF encourages you to be inclusive, collaborative (especially between staff and students), diverse, and interdisciplinary when possible. To list more members, please complete a second cover page. You may e-mail it to [SPF Staff](#) to include with your application.*

Name	<u>Joan O'Malley</u>	Affiliation	<u>Administrative Staff</u>
Email	<u>joan.omalley@mcgill.ca</u>	Faculty/Unit/Organization	<u>Faculty of Medicine</u>
Name	<u>Kevin Song</u>	Affiliation	<u>Undergraduate</u>
Email	<u>kevin.song@mail.mcgill.ca</u>	Faculty/Unit/Organization	<u>Science</u>
Name	<u>Sean Goldfarb</u>	Affiliation	<u>Postgraduate</u>
Email	<u>sean.goldfarb@mail.mcgill.ca</u>	Faculty/Unit/Organization	<u>Anatomy &amp; cell Biology</u>
Name	<u>Brendan Ross</u>	Affiliation	<u>Undergraduate</u>
Email	<u>brendan.ross@mail.mcgill.ca</u>	Faculty/Unit/Organization	<u>Faculty Medicine</u>
Name	<u>Chantal Montreuil</u>	Affiliation	<u>Administrative Staff</u>
Email	<u>chantal.montreuil@mcgill.ca</u>	Faculty/Unit/Organization	<u>Redpath Museum</u>

### SUBMISSION INFORMATION

In line with the [SPF Eligibility Criteria](#), our team certifies that this project takes place at [McGill University](#), is sustainability focused, is requesting seed funding, and is action oriented.  Yes  No

Our team has read the [SPF Terms & Conditions](#) and agrees to respect them.  Yes  No

Our team understands that this application is not confidential and consents to have its contents shared with relevant stakeholders during the review process and, if approved, on the SPF website.  Yes  No

Our team agrees to have [their contact information](#) included in the complete and shared application.  Yes  No

## PROJECT OVERVIEW

**Instructions:** Please answer the questions below as clearly and concisely as possible. You will be able to detail your project further in Part 2 of the Over \$5,000 application process, the Project Plan, as well as submit relevant appendices. Once you have completed this Project Overview, save it and submit it online. SPF Staff will respond with feedback on your application within 2 weeks and send you Part 2. Once all sections are complete, the combined application will be provided to the SPF Governance Council for their review and decision. As a reminder, all SPF applications are assessed using the [SPF Eligibility & Evaluation Criteria](#):

ELIGIBILITY CRITERIA		EVALUATION CRITERIA		
AT MCGILL	SUSTAINABILITY FOCUSED	ANALYSIS	IMPACT	FEASIBILITY
SEED FUNDING	ACTION ORIENTED	COLLABORATION	SUPPORT	CAPACITY BUILDING

Before starting, you may find it helpful to consult the [SPF Sustainability Brief](#) and [Vision 2020 Climate & Sustainability Action Plan](#).

## CONTEXT

Criteria assessed in this section: **SUSTAINABILITY FOCUSED, ANALYSIS**

- 1. What specific sustainability-related need/issue have you identified at McGill and aim to address through your project? In your response, please describe clearly how the need/issue is related to sustainability.**

*Note: Please wait to detail your project idea in response to Question 5. Limit ~100 Words*

In 2004, the Principal's Heritage Advisory Committee's report Survey of Historical Collections at McGill University stated: "Many of the heritage collections are housed in locations that compromise their long-term safety and preservation". The report also drew attention to making the collections accessible to a larger community. This project aims to develop best practice guidelines and a model for the sustainable management of departmental collections through a project in the MAMM, specifically by the identification and use of available resources, the use of recycled material, the prevention of improper disposal of items and education through collection exhibits.

- 2. How do you know this is a need/issue? What research have you done (e.g. consultation, observation, survey)?**

*Limit ~100 Words*

The Heritage report listed 14 departmental collections. Some no longer exist and the remaining receive little or no support. There is no model or guidelines of best practice for the sustainable management of departmental collections. The MAMM comprises the anatomy and pathology collections listed in the report. The MAMM receives a small operating budget from the Faculty of Medicine and relies on donations for projects. There is no funding allocation for the development of sustainable management. Storage of material moved from other departments to the MAMM is inadequate and insecure. An inventory has not been completed and there is no policy on accession/deaccession or disposal control.

- 3. What relevant information and/or best practices have you found that relate to this need/issue? In addition to information from external sources, detail any relevant related initiatives (past or current) that you are aware of at McGill. Limit ~100 Words**

The Société des Musées Québécois provides principles specific to museums, guiding sustainable development. The Redpath Museum has developed a Sustainability Action Plan. Since the 2004 Heritage report, no action has been taken to support departments in the development of sustainable management practices of their collections. Rationalizing the use of very limited resources is required for the survival of departmental collections. New models exist in museum practice for the efficient use of space, energy and low-impact alternatives to chemicals, cabinets, etc., to be used in exhibits. These could be adapted to a new model for the department collections.

**4. What expertise or qualifications does your team have regarding this need/issue, if any? *Limit ~100 Words***

Two team members are involved in managing the MAMM collection since 2003. They have excellent knowledge of the material as well as experience in conservation practice, mounting exhibits and educational use of the material. The project leader is a senior pathologist who has expertise in the evaluation of the condition and value of material, as well as health and safety issues of accession/disposal. A partial inventory of the material (over 5000 objects) has been accomplished by team members. Members of the team were involved in the workplace certification and events certification process. Chantal Montreuil, paleotechnology technician has expertise in conservation and health and safety regulations.

**PROJECT IDEA**

Criteria assessed in this section: **ALL ELIGIBILITY & EVALUATION CRITERIA**

**5. In context of the sustainability-related need/issue that you previously identified, what is your project idea? Please describe the idea thoroughly and concisely. In your response, share how your project is new or how it is complementary to existing initiatives. *Limit ~400 Words***

The objective of the project is:

- To mount an exhibit related to environmental issues and re-use of material at McGill and Quebec society at large. The most elaborate exhibit will be part of the Museum's contribution to McGill's 200th anniversary celebration. It will include artifacts such as lung specimens, radiographs, and minerals that illustrate the effects of potentially harmful inorganic dusts, such as silica, asbestos, and coal. Mining has been and continues to be an important part of the Quebec economy, and pulmonary disease resulting from workplace exposure can have important consequences to health. Potential exposure to these dusts during construction projects at McGill and the ways in which this can be avoided is another reason for exhibiting and discussing the subject. The exhibit will also be a vehicle to help generate a deeper understanding of general environmental factors that impact health.
- To mount 3 smaller displays that showcase innovation in re-use of material/space in the Strathcona Anatomy Building.
- To develop a model that incorporates measures of sustainability for the conservation and management of department collections at McGill. The material in the MAMM collection, like that in many of the other McGill department collections, has survived "by neglect". This material is part of McGill's community assets that need maintenance and investment to sustain its very existence and value and significance for future generations. The model developed will address the 2 major challenges for sustainable practices in the management of the smaller departmental collections: (1) allocation (and lack) of resources, (2) outreach measures (use of collections). The model will be published.

In order to carry out these projects, we need to have a better understanding of the extent and nature of the museum's collection as well as an ability to safely store it and easily find material within it. Resources from the SPF will be used in 2 ways.

(1) The creation of 2 Work Study positions for 4 months in the summer 2020. The objective is to complete the inventory (accession/deaccession) of all the material in the museum storage room. The students will triage all material and ensure that biological and non-biological material has appropriate labeling, packing and storage. Prevention of improper disposal of items will be paramount.

(2) McGill Facilities costs to move and install discarded McGill library shelving in the storage room. The shelving will be repurposed for secure storage of artifacts. The Office of the Building Director (Medicine) and Facility project managers have agreed to work with us to do this. We are also working with the Faculty of Medicine MEDIT to create a customized collection management interface software (stored on a McGill server, rather than a local hard drive). The database interface will be ready for testing in Fall 2019 and completed by Winter 2020.

The MAMM opened in Fall 2018, is open to visitors 6 hours a week, and has had over 2000 visitors. It has received Bronze Sustainable Workplace Certification and 2 events we ran in the past year were certified as sustainable. The Faculty of Medicine supplies salary support for 1 part-time position. The museum depends on contributions from visitors and Friends of the MAMM for operations and the development of new displays and outreach programs. An

outreach program will be developed to increase visits/use to the MAMM by units such as Explore camp and McGill Recruitment and Admissions Office in order to serve the wider McGill community..

6. Is your project related to the University's [Vision 2020 Sustainability Strategy](#)?  Yes  No  Not sure

7. If you answered yes to Question 6, how does it relate? Please refer to the strategy category (e.g. Research, Education, Connectivity, Operations, and Governance & Administration) or related action from the [2017-2020 Climate & Sustainability Action Plan](#) in your response. *Limit ~100 Words*

This project largely targets the social and cultural dimension of sustainability, by improving connectivity, and potentially initiating changes to the management of historical collections at McGill. The MAMM has the potential to influence people's attitudes towards their natural environment by education of disease processes such as inorganic dust inhalation (e.g. asbestos). The project will have an economic impact by improving care and management by control of environmental conditions in which collections are stored and making better use of McGill existing material (recycle shelving which would otherwise be discarded) and space and and reducing waste.

## TRANSFORMING CAMPUS

Criteria assessed in this section: **AT MCGILL, IMPACT**

8. In the table below, describe your proposed project's 2-5 main impacts on the McGill campus community or goals to accomplish. Please check the stakeholders that will be impacted. Finally, please list at least one key [success indicator](#) for each impact (e.g. # people will be engaged in the project, % waste will be diverted from the landfill, # buildings will be LEED certified, etc.)

Main Impacts/Goals		McGill Stakeholders Impacted (check all that apply)		Key Success Indicator(s)
REQUIRED	1 To develop a model for the sustainable management of department collection	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Postgraduate <input checked="" type="checkbox"/> Alumni	<input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Admin. Staff	Publish report on model of sustainable management of McGill departmental collections
	2 To increase use of material through displays, teaching and access	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Postgraduate <input checked="" type="checkbox"/> Alumni	<input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Admin. Staff	Signature sustainable-related display for 200th McGill Anniversary
OPTIONAL	3 To use recycled material including shelving/storage material/cases	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Postgraduate <input checked="" type="checkbox"/> Alumni	<input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Admin. Staff	Recycled shelving installed in storage area
	4 Outreach with other McGill units (Explore Careers in Health, Recruitment & Admission Office}	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Postgraduate <input checked="" type="checkbox"/> Alumni	<input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Admin. Staff	Number of visitors to the MAMM from various McGill groups.
	5 To complete an inventory of material in the MAMM	<input checked="" type="checkbox"/> Undergraduate <input checked="" type="checkbox"/> Postgraduate <input checked="" type="checkbox"/> Alumni	<input checked="" type="checkbox"/> Academic Staff <input checked="" type="checkbox"/> Admin. Staff	All material in collection storage accessioned/deaccessioned

9. Have you considered implementing your project at more than one McGill campus? (e.g. If your project is downtown, could it be implemented at Macdonald Campus as well?)  Yes  No

10. If relevant, please describe your choice(s) of campus(es) and why this choice is best for your project. *Limit ~150 Words*

## PART 2: PROJECT PLAN

**Instructions:** Please answer the questions below as clearly and concisely as possible. Once you have completed this Project Plan, save it and submit it online. SPF Staff will respond with feedback on your application within 2 weeks. Once all sections are complete, the combined application will be provided to the SPF Governance Council for their review and decision. As a reminder, all SPF applications are assessed using the [SPF Eligibility & Evaluation Criteria](#):

ELIGIBILITY CRITERIA		EVALUATION CRITERIA		
AT MCGILL	SUSTAINABILITY FOCUSED	ANALYSIS	IMPACT	FEASIBILITY
SEED FUNDING	ACTION ORIENTED	COLLABORATION	SUPPORT	CAPACITY BUILDING

## IMPLEMENTATION

Criteria assessed in this section: **ACTION ORIENTED, FEASIBILITY, IMPACT**

- List the key **activities** for your project and indicate the timing for these on the right. Please be specific and realistic when formulating your activities, ensuring that they are achievable within the indicated timeframe.

Key Project Activities	Start Date (MM-DD-YY)	End Date (MM-DD-YY)
Create Database Template and test	01-15-2019	01-15-2020
Procure used shelving and delivery	05-01-19	12-01-19
Prepare storage room for shelf installation	01-15-20	03-15-20
Apply Work Study position	03-15-20	03-30-20
Post position/interview/hire WS students	04-15-20	04-30-20
Train WS students	06-01-20	06-07-20
Installation shelving	05-01-20	05-30-20
Order archival material	04-01-20	06-01-20
Research and development of exhibits	02-15-20	11-01-20
Exhibit design	02-15-20	11-15-20
Preparation reception/publication of opening of exhibit	12-07-20	03-20-21
Install exhibits	11-01-20	03-20-21
Catalogue/acc/deaccess material	06-01-20	09-09-21
Prepare publication	03-25-21	09-09-21
Prepare written report on project	01-15-20	09-09-21

- Please describe what will happen to your project after the SPF funding ends. Additionally, please share if anything will be produced or installed. (e.g. a workshop guide, equipment, a toolkit, a network, website, etc.) If so, please describe these items and indicate how they will be maintained. *Limit ~200 Words*

The main exhibit will be on view for at least 2 years. The smaller displays will be permanent. The accession and cataloguing of material in the museum will be ongoing in order to increase access to the collections. Future projects will incorporate the sustainable ways that have been developed during the project to meet environmental conditions for the collections while minimizing the risks. If funding sources can be found, Work Study students will be hired to continue with the collections management.

- Please list any potential risks associated with your project and the measures you will take to reduce their likelihood.

Main Risks	Preventative Measures
Administrative barriers	Clear and continual communication with stakeholders
Outreach measures prove inadequate	Develop and use measurable plan to reach community
Difficulty recruiting skilled work study students	Provide training
Execution cost is above budget	Contingencies in the MAMM Operating Budget

## STAKEHOLDER ENGAGEMENT

Criteria assessed in this section: **AT MCGILL, COLLABORATION, SUPPORT, CAPACITY BUILDING**

4. Please list all of the key stakeholders involved in your project, indicating their role and support. If the stakeholder has provided a support letter, please indicate so here and attach it as an appendix document.

*Note: Projects involving modifying a space on campus, making a permanent installation, hiring a full-time staff, or adding/modifying a garden, etc., must seek permission from the appropriate stakeholder(s) (e.g. building director, Campus Planning and Development office, staff supervisor, etc.). SPF Staff can help you assess if any key stakeholders need to be added to your list.*

Stakeholder's Name(s)	Title	Role in the Project	Support/Permission	Support Letter
Vito Campanelli	Manager	Develop and host database	Confirmed support	Attached
Diane Koen	Senior Director	Supply shelves	Confirmed	Yes
Danielle Dubois	Director	Permission storage display	Confirmed	Yes
Chantal Montreuil	Technician	Advisor	Confirmed	Yes
Annemarie Adams	Stevenson Chair	Advisor	Confirmed	Yes
			Choose one.	Choose one.
			Choose one.	Choose one.
			Choose one.	Choose one.
			Choose one.	Choose one.
			Choose one.	Choose one.

5. How will you communicate about your project and share its impacts with your stakeholders and the McGill community? Please describe your tactics (e.g. social media, workshops, tabling, newsletters, etc.) and any related timing (e.g. at the beginning, during, or after the project). Related activities can also be included in Question 1. *Limit ~200 Words*

The project will be communicated through social media, the Museum website, as well as the Museum newsletter. The exhibit opening will be publicized through media and McGill events. An opening reception will be held to publicize the project and an open invitation will be sent to the McGill community. A paper will be written on the sustainable action project within our Museum and will be submitted for publication to journals and to be read at professional meetings.

6. If applicable, are there any training, volunteer opportunities, jobs, or complementary applied student research integrated in your project? Please describe. *Limit ~100 Words*

Work Study students will be hired and training will be provided. Two museum volunteers have committed hours to the project. One of the volunteers is a recent graduate of the McGill Master of Information Studies (MIS) and will provide training for database use. Students volunteers will be recruited to assist in the project.





## APPENDIX

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### Relevant Support Documents

List any appendix documents in order in the table, below.

*Please keep the total number of pages as low as possible (recommended max 10). Please include any relevant support letters.*

Doc #	Appendix Document Title	# of Pages
1	01_Letter of Support Diane Koen	1
2	02_Letter of Support Vito Campanelli	1
3	03_Letter of Support Annemarie Adams	1
4	04_Letter of Support Chantal Montreuil	1
5	05_Letter of Support Danielle Dubois	1
6	06_Letter of Commitment Staff Supervisor	2
7		
8		
9		
10	Staff Position Information Appendix, if applicable	2



## STAFF POSITION INFORMATION

Please complete the fields below with information regarding the position that you would like to fund through your project. Should you have more than one type of position, please fill and attach a form for each position.

**Position Title** Collection Management Assistant

**Brief Description of Role** The Collection Management Assistant will make condition assessments of artifacts and material in the MAMM storage and enter/migrate collection data into our collections database.

1. **This position is:**  New  Already exists on campus
2. **Please describe which McGill Unit/Department/Group/Association will host the position.** *Limit ~100 Words*

Maude Abbott Medical Museum

3. **Who will supervise the employee? Please list the supervisor's name and role at McGill.** *Note: The supervisor must provide a letter detailing their commitment. Please include this in the application appendix. Limit ~100 Words*

Dr. Richard Fraser, Pathologist, Director MAMM

4. **Campus(es) where employee will work:**  Downtown  Macdonald  Gault  Other \_\_\_\_\_

5. **Please provide a detailed task list and/or job description.** *Limit ~400 Words*

The Collection Management Assistant will:

- (1) perform condition assessments of artifacts and material in the MAMM storage;
- (2) enter/migrate collection data into our collections database;
- (3) classify material and place in storage containers and on shelves;
- (4) conduct research and write documentation on objects (provenance/history/etc. of the artifacts);
- (5) digitize archival materials related to the collection including photographs and newspaper articles;
- (6) assist with the installation of our exhibition;
- (7) assist with the selection, preparation, cleaning of objects and specimens for displays;
- (8) move boxes and furniture in order to make space for the installation of the shelving units.

As well, artifacts and material from a number of storage areas will be moved to the central storage area.

6. **Please share how you have determined the hours and wages included in the budget.** *Limit ~200 Words*

The rate of pay will be \$15.00 per hour. The AMUSE Collective Agreements provides Class C rate as 14.50\$ hourly. The work Study program provides for Max 18 weeks (April 26, 2020 to August 29, 2020). The regular funding will subsidize \$5.00 of the student's hourly wage and in general, each project may be subsidized for about 250 hours per semester. Our project has the student working total 27 hours a week for 10 weeks (270 hours total) during the summer session. We intend on hiring 2 students to improve efficiency in the workflow. We estimate that it will take 3 weeks to empty the storage area and the remaining time will be spent in accession of the artifacts. The objective is to accession/deaccession all the biological material in storage.

7. **If applicable, please share how you will integrate the employee into the existing team/group structure.** *Limit ~100 Words*

The student will receive training to use the database accession process, as well as for health and safety in the workplace. He/she will attend regular group meetings and report on their work. Expectations and goals will be clearly communicated to the student and suggestions will be considered and integrated into the work flow. As well, students will work with a "buddy" and teamwork will be required.

8. What will happen to the position after the project funding concludes? Is there an intent to institutionalize this position? *Limit ~200 Words*

The position will be abolished if there is not a source of new funding support.

9. If applicable, please briefly describe how you plan to recruit the employee. *Limit ~200 Words*

McGill Work Study Position postings

10. My project team already has a candidate in mind to fill this position:  Yes  No

If yes, please disclose. *You may wish to attach a CV for the candidate in the application appendix. Limit ~100 Words*



23 September 2019

Sustainability Funds Projects  
McGill Office of Sustainability  
1010 Sherbrooke Street West, Suite 1200  
Montreal, Quebec H3A 2R7

**Support for the SFP application "Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum"**

To whom it may concern:

I write on behalf of McGill Libraries in support of the Maude Abbott Medical Museum (MAMM) proposal to the Sustainability Projects Fund (SPF) for a grant to fund the project "Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum".

In addition to supporting the project in principle, we commend the MAMM for their efforts to reduce waste on campus. This project will reduce the need to purchase products that are already available at McGill. In the event of this proposal being funded, we have agreed to provide approximately 22 library metal shelving units for use in the MAMM.

We look forward to working with the MAMM in achieving their objectives.

Kind regards,

A handwritten signature in black ink that reads "Diane Koen". The signature is fluid and cursive, with the first name "Diane" written in a larger, more prominent script than the last name "Koen".

Diane Koen  
Senior Director, Planning and Resources  
3459 McTavish Street  
Montreal, Quebec, Canada H3A 0C9  
Tel: 514-398-2149  
Fax: 514-398-7356

26 September, 2019  
Sustainability Funds Projects  
McGill Office of Sustainability  
1010 Sherbrooke St West, Suite 1200  
Montreal, Quebec H3A 2R7

**Support for the SFP application “Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum”**

To whom it may concern:

I write on behalf of the department of Medical Information Technology (MedIT) in support of the Maude Abbott Medical Museum (MAMM) proposal to the Sustainability Projects Fund (SPF) for a grant to fund the project “Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum”.

In addition to supporting the project in principle, MedIT will offer its software development expertise to assist with the creation of a collection management database. The database will reduce the need to purchase products that are already available at McGill. We will be responsible to host the database and maintain the software to support the Maude Abbott Medical Museum (MAMM).

We look forward to working with the MAMM in achieving their objectives.

Kind regards,

**Vito Campanelli**  
**Systems Development Manager**  
McIntyre Medical Building, Rm 212  
3655 Prom. Sir William Osler  
Montreal, Quebec H3G 1Y6



McGill

Department of  
Social Studies of Medicine

2 October 2019

Sustainability Funds Projects  
McGill Office of Sustainability  
1010 Sherbrooke St West, Suite 1200  
Montreal, Quebec H3A 2R7

**Re: Support for the SFP application “Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum”**

Dear colleagues,

I am pleased to write in support of the Maude Abbott Medical Museum (MAMM) proposal to the Sustainability Projects Fund (SPF) for a grant to fund the project “Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum.”

The cultural property housed in the MAMM is of enormous historical importance to McGill University and Quebec society at large. It deserves proper inventorying and storage, both of which can be facilitated by the project proposed above.

I have been privileged to witness the museum’s “renaissance” since the move back to the Strathcona Building, including major renovations and impressive outreach. I support the proposal without hesitation.

Sincerely,

Annmarie Adams, PhD, FRAIC  
Stevenson Professor  
Department Chair



27 September, 2019

Sustainability Funds Projects  
McGill Office of Sustainability  
1010 Sherbrooke St West, Suite 1200  
Montreal, Quebec H3A 2R7

**Support for the SFP application “Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum”**

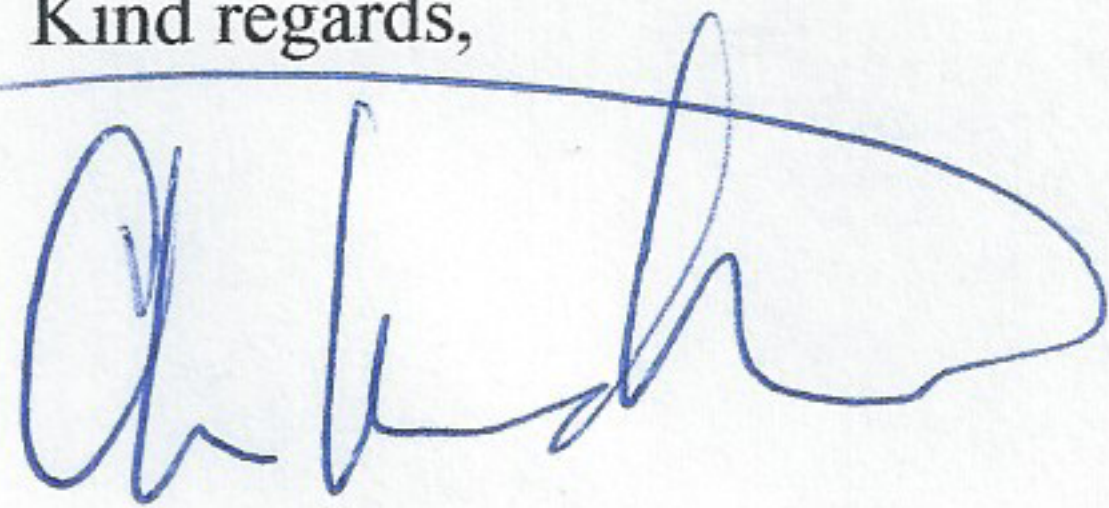
To whom it may concern:

I write on behalf of Planning and Resources McGill Libraries, in support of the Maude Abbott Medical Museum (MAMM) proposal to the Sustainability Projects Fund (SPF) for a grant to fund the project “Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum”.

My role in this project will focus on advising on: (1) the proper environmental conditions in storage areas; (2) cleaning of artifacts and specimens in the collections; (3) recommended materials used for storage.

I commend the Museum for initiating this project to improve their social and environmental practices.

Kind regards,

A handwritten signature in blue ink, appearing to read 'Chantal Montreuil', written over a horizontal line.

Chantal Montreuil  
Paleontology Technician,  
Redpath Museum



26 September, 2019

Sustainability Funds Projects  
McGill Office of Sustainability  
1010 Sherbrooke St West, Suite 1200  
Montreal, Quebec H3A 2R7

**Support for the SFP application "Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum"**

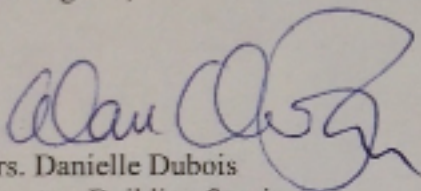
To whom it may concern:

I am writing on behalf of the Office of the Director of Buildings (Medicine) in support of the Maude Abbott Medical Museum (MAMM) proposal to the Sustainability Projects Fund (SPF) for a grant to fund the project "Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum".

In the event of this proposal being funded, we agree that the MAMM may use the following space in the Strathcona building:

- The southern half of room 2/30 for storage (including the installation of shelving)
- The unused fire hydrant wall station near the museum entrance for a small museum exhibit
- The space at the bottom of the stairwell in the basement (next to the electron microscope which is there now) to move one or two cabinets for an exhibit

Kind regards,



Mrs. Danielle Dubois  
Director, Building Services  
BUILDING SERVICES  
Medicine, Faculty of Medicine,  
SHERBROOKE 688  
(514) 398-3313

[danielle.dubois2@mcgill.ca](mailto:danielle.dubois2@mcgill.ca)





# McGill

Maude Abbott Medical Museum



Musée médical Maude-Abbott

September 18, 2019

Sustainability Funds Projects  
McGill Office of Sustainability  
1010 Sherbrooke St West, Suite 1200  
Montreal, Quebec H3A 2R7

**Staff Supervisor Commitment SFP application “Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum”**

To whom it may concern:

Through this letter, I offer my commitment to fulfill the roles and responsibilities of supervising the staff positions as outlined in the funding application “Exhibit and Sustainable Collection Management at the Maude Abbott Medical Museum”.

The staff will be trained in health and security, as well as the specific tasks assigned to their position. Their work will be assigned by myself or other members of the museum staff. Our AEC 2 will perform the administrative tasks relevant to hiring and salary payment.

Dr. Richard Fraser  
Director, Maude Abbott Medical Museum