

ANASTASIA S. WEIGLE

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EDUCATION

M.S.L.I.S. Archives Management. Simmons College, Boston, MA. 1998.
B.A. Scientific Illustration (Minor: Museum Studies). SUNY Empire State College, Rochester, NY. 1995.
A.S. Science and Mathematics. SUNY Empire State College, Rochester, NY. 1993

PROFESSIONAL EXPERIENCE

Director of the Teti Library and Special Collection, New Hampshire Institute of Art, Teti Library, Mar2011-current

Responsible for overall library operations and personnel management, assessment of all library services, strategic planning for library, budget preparation and administration, collection development of both print and electronic resources, and management of access, reference and instruction services. Responsible for overseeing and managing the Archives and Special Collections. Established Advisory Board and implemented Best Practices for Special Collections. Updated disaster readiness plan and Preservation Policies. Promote and make available Special Collections to scholars and graduate students. Update and revise all library policies and services with approval by library committee on such items as a comprehensive library handbook, standardized forms, etc. in order to ensure consistency and accurate data collection procedures for future assessment

Assistant Librarian/Reference, New Hampshire Institute of Art, Teti Library, Sep2011-Mar2011

Cultivated and sustained a collaborative relationship with faculty to develop and implement Information Literacy Instruction that supports NHIA curriculum. Serve as a liaison to NHIA faculty and students in subject areas within the visual arts for collection development Provide reference services to all NHIA students, faculty and staff. Maintain and update library blog, designing course guides and tutorials. Evaluate library resources and make recommendations for new reference materials, periodicals and databases. Oversee archives and special collections and promote use to support NHIA visual arts curriculum.

Adjunct Faculty, P/T, University of Maine at Augusta, Library and Information Services Program, Ja2000-current

Developed syllabus and supporting teaching materials in "Introduction to Archives and Manuscripts" for University of Maine library and Information Science program. Have continued to teach third year library students in "Archives Management" since January 2000. Also taught "Library Cataloging," "Creating Digital Collections" and "Basic Web Design" since 2008. Attend faculty meetings and participate in yearly course assessment outcomes. Create LibGuides and teaching tutorials for students in various topics within their subject matter.

Archivist for Maine Maritime Museum, Bath, ME. Mar2008-Ju2009.

Responsible for surveying, processing, organizing, re-housing and making available through finding aids, and make available through created finding aids, 35 cubic feet of Capt. William J. Lewis Parker Maritime Collection. Collections included are "Dunn & Elliot shipyard records," "Percy & Small shipyard records," "Capt. Wylie Dickinson Family Papers," "George S. Hunter Papers" (Ship agent & merchant commission of Boston) and "Maritime Photograph Collections".

Director of Library and Archives • Dyer Library/Saco Museum, Saco, ME. Se2004-Ja2006

As Director of Library, was fully in charge of the administration/operations of 16,700 sf library with staff of ten and communicated needs to the Executive Director. Implemented policy recommendations, library procedures and yearly budget totaling \$429,000. As director of archives and special collection, re-allocated collections into newly expanded space for processing special collections. Developed and implemented volunteer training program in archive processing. Revised and updated policies including governing authority and appraisal of special collections. Successfully processed 60 cubic feet of collections and including cataloging collections into library's Follett systems using DACS and cataloged into OCLC WorlCat for Library of Congress NUCMC database. Created preservation and preparedness plan. Grant writing for special projects. Collaborated with Museum Director designing PR materials such as exhibition posters, catalogs and brochures.

Director of Library for the Warren Memorial Library, Westbrook, ME. Oc1995-Ju2004.

As Director of Library, was fully in charge of the administration/operations of library, building facilities and staff of six. Prepared library for retrospective conversion and created MARC bibliographic records and authority records using Statewide automated system. Supervised the "Warren Kids Theater Works," a theater education program funded by the Warren Memorial Foundation between 1994 and 2004. Worked closely with foundation board, architect and contractors on \$3.1 million library renovation and expansion which included the creation of a new archives facility for special collections and manuscripts. Curator for the S. D. Warren Family papers and Mill records.

Project Consultant for the Heritage Square Village Museum, Ontario, NY. Ju-Aug1994

Developed a strategic plan for the future development of the Museum and its educational services.
Made recommendations on policy changes and accession/de-accession guidelines.

Research Writer/Graphic Designer, "The Drumlins: a Magazine of Wayne County." Newark, NY. De1993-De1994

Assisted in the art and content design of local history magazine created jointly with my husband.
Researched and assisted in writing articles pertaining to local history in Wayne County, New York.
Promoted magazine to museums, libraries and local historical societies in the county.

Asst. Reference Law Librarian, Law Offices of Mintz, Levin Law Firm, Boston, MA. Oc1994-Ag1995

Provided accurate, timely reference services to the attorneys and their legal aides.
Utilized Lexus/Nexus and Dialog databases for research

Paraprofessional Reference Assistant for Lavery Library, St. John Fisher College Rochester, NY. Au1989-Au1993

Processed all interlibrary loans using OCLC. Provided basic reference assistance to students and faculty.
Assisted in acquisitions receiving and processing materials.
Participated in retrospective conversion in preparation for automation.
Special projects for Director — transcribing 19th century maritime letters.
Evening circulation supervisor.

OTHER PROFESSIONAL EXPERIENCE / Arts Administrator & Instructor

Artist, "In A Bind" Studio, 10 Longwood Avenue, Old Orchard Beach, Maine 04064. Ja2001-Present

Primary art studio where most of my work is done. Also offer various workshops in book and assemblage arts
Book repair and conservation services.

Owner, In A Bind Gallery, located at WiggleWeigle's Bookstore, Biddeford, Ap2007-Ja2009

Feature contemporary artists in the Southern Maine area, offering art talks, live art demonstration and workshops.

Manager, One Forest Gallery, Portland, Maine, De2007-Ma2008.

A temporary gallery set up for owners of building. Featured local Maine artists, handled gallery /artist contracts, curate shows, handled all press releases and articles.

Art Instructor, University of Southern Maine, Abromson Center for Continuing Education, Portland, Maine. 2007-2009

Taught the following classes:

- "The Artist's Book—Drum Leaf Binding technique"
- "Pop Up Books"
- "Bookmaking"
- "Pop-ups, Flip-Ups and Pull-outs"

Art Instructor for Books Arts Institute, University of Southern Maine, Stone House, Freeport, ME, Ju2007

Archival Practices in Bookbinding Jul 28-29, 2007.

Art Instructor at Nielsen Smith Metal Works Gallery, Portland, Maine

Taught both Ethiopian Binding (No2006) and Drum Leafing Binding (Ag2006)

ADDITIONAL TEACHING EXPERIENCE

- Maine College of Art, Portland, ME. Continuing Education Classes. Figure drawing, 2008 to present.
- Abromson Center, University of Southern Maine, Portland, ME. Bookmaking classes, 2007-2008.
- Senior College, Saco/Sanford Branch. Preserving and processing family papers, 2004 and 2005.
- Andover College, Portland, ME, Adobe PageMaker 7.0 for Business, 2002.
- MBNA Libra Foundation, Lincolnville, ME. Workshops on library materials repair, 2002-2004.
- Maine State District Councils, Instructional workshops in library materials repair, 2001-2004.

PRESENTATIONS

- "The role of an independent archivist," Panel Speaker at the Mid Atlantic Regional Archives Conference, Charleston, WV, Ap18, 2009
- "The ACA (Academy of Certified Archivist) Debate," Panel Speaker at the New England Archives, Boston, MA. Spring Conference, Ap2005
- "Leather book conservation techniques," Demonstrator at the Book, Paper and Print Show, Portland, ME, Ju2004 & Ju2005 (invited)
- "Developing a Disaster Plan Policy," Presenter at the University of Maine Library at Farmington, My 5, 2004 (invited)

- “The Restoration of Leather Bindings,” Speaker at The Baxter Society, UNE/Westbrook College. Ja2004 (invited)
- “Children’s Book Repair,” Workshop Instructor at the New England Library Association Conference, Worcester, MA, Oc2003
- “Warren Memorial Library renovation and expansion project,” Speaker at the Westbrook Historical Society, Westbrook, ME, Se2003
- “Promoting Your Library Programs,” Presenter at the Friends of Maine Libraries, Augusta, ME, Se2002
- “The Dangers of Grants,” Panel Speaker at the Maine Archives & Museums, College of the Atlantic, Bar Harbor, ME, Oc2001
- “How to Establish a Small Archives” & “How to Create Digital Collections.” Workshops for the Maine Library Association, Orono, ME, Spring MLA Conference, My1998.
- “Evolving Digital Technology for Access and Preservation.” Presenter at Emporia State University, Emporia, KS, 1997 (invited)
- “Disaster Planning for Libraries: The pros and cons,” Presenter for the Southern Maine Library District, 1997

GRANT WRITING PROJECTS

- Maine Historical Records Advisory Grant, Old Orchard Beach Harmon Museum, awarded \$522 preservation supply grant for the appropriate processing and rehousing of OOB Aviation Collection, Fe2007.
- Maine Historical Records Advisory Grant, Dyer Library Archives and Special Collection, Awarded \$1,500 preservation supply grant for the appropriate re-housing of the Dyer Library Archives and Special Collections Ju2005
- MBNA Library Grants Program, Lincolnville, ME, 2003-2004. Created and designed a new grant application to help fund workshops in "Basic Library Book Repair Methods" for rural and island libraries.
- Maine Humanities Council, Larrabee Village/University of New England, Awarded \$800 research grant with Program Manager, Joe Wolfberg of Larrabee Village Assisted Living Housing in Westbrook, Maine and University of New England Geriatric Department interviewing Larrabee Village residents on life in assisted living. Interviews were transcribed by us and findings were presented at Geriatric Conference by UNE Professor. 1997
- NYNEX/PUC Technology Grant, Warren Memorial Library. Awarded \$1,800 grant for new computers , 1996.

CONTINUING EDUCATION

- Museum Archives: An Introduction, (one day workshop) Simmons College, Ap2005
- Book Repair & Conservation I, North Bennett Street School, Fe-Ma2005
- Writing Successful Grant Proposals for Preservation & Digitization Projects, Northeast Document Conservation Center, Andover (one day workshop) 2004
- Writing Successful Grant Proposals for Preservation & Digitization Projects, (one day workshop) 2004
- Ethiopian Bindings: Leather Covered Wooden Boards, Garage Annex Street School, Easthampton, Jl31-Ag1, 2004
- Double-Raised Cords Meets the Gutter Wire, Garage Annex Street School, Easthampton, My29-31, 2004
- Variations of the German Case Binding, Garage Annex Street School, Easthampton, Ap16-17,2004
- Metal Boards meet the Gutter Wire, Garage Annex Street School, Easthampton, Ap3-4, 2004
- Gold Tooling on Leather Spines & Spine Labels. Garage Annex Street School, Easthampton, Ja2004
- Archival Appraisal Practice in a New Millennium, (one day workshop) Simmons College, 2003
- Leather Rebacking Garage Annex Street School, Easthampton (Note: 4 day workshop) No2003
- Board Reattachment Using Japanese Papers, Garage Annex Street School, Easthampton No2003
- Leather Intensive, Garage Annex Street School, Easthampton (Note: 6 day workshop) My2003
- Coloring & Texturizing Bookcloth for Unique Covers & Repairs. Garage Annex Street School, Ap2003
- Beyond the Basics: Integrated Book Arts Projects, (one day workshop) Simmons College, My2002
- Paper & Book Intensive, University of Alabama at Haystack School of Arts , Deer Isle (2 week semester) My2002.
- Non-adhesive Bindings, (weekend class), North Bennett Street School, 2001
- Cross-Structure Bindings, (weekend class) North Bennett Street School, 2000
- Archives Camp, Museum and Library Archives Institute, Wilbraham (3 day workshop) 2000
- Preservation of Scrapbooks and Albums, Northeast Document Conservation Center, Andover (one day workshop) 2000
- Books in America: An Introduction to the History of the Book, (One day workshop) Simmons College, 2000
- Identifying Nineteenth Century Publishers Bindings, (One day workshop) Simmons College, 1999
- Children's Book Repair Workshop, (one day workshop) Simmons College, 1999
- Preservation, Care and Re-housing of Three-Dimensional Objects, (One day workshop), Williamstown Art Conservation Center, 1996
- Preservation of Scrapbooks and Albums, (one day workshop) 2000
- Paper & Book Intensive, University of Alabama at Haystack School of Arts, Deer Isle, ME (2 weeks) My2002
- Archives Camp, Museum and Library Archives Institute, Wilbraham, MA (3 day workshop) 2000
- Preservation, Care and Re-housing of Three-Dimensional Objects, Williamstown Art Conservation Center, The Jones Museum of Glass & Ceramics, Sebago, ME (One day workshop) 1996

PROFESSIONAL SERVICES & AFFILIATIONS (Past and Present)

Current:

American Library Association, ACRL Division, current
American Art Libraries of North American (ARLISNA), current
Maine Library Association, Archivist, 2008 – present
New England Archivists • 1999 – 2007, 2011
New England Library Association • 2000 – 2006, 2011-current
Maine Museum and Archives • 2004 – 2005, 2010-current

Past:

Maine Library Association:
• Co-chair, Archives & Special Collections, 2000 – 2007
• Executive Board, Co-chair, Public Relations, 1996 – 1999
• Webmaster and Maine Memo Editor, 1996-1998
Society of American Archivists • 2004 – 2006.
Guild of Bookworkers • 2002 – 2007.
New England Museum Association • 2005 – 2006.
Maine State Library Advocacy Committee • 2002 – 2004.

BOOKS

Weigle, Anastasia S. "A Presence in the Community: The Warren Family Legacy," Provincial Press : Portland, ME, 2000.