

APPENDIX D  
ANNOTATED BIBLIOGRAPHY

## ANNOTATED BIBLIOGRAPHY

**Existing Dance Centers at Historic Sites with Exhibitions  
and Archives**

Bardavon  
Elizabeth Oakley, Audience Development  
35 Market Street  
Poughkeepsie, NY  
(914) 473-5288  
fax (914) 473-4259

Jacob's Pillow  
Ella Baff, Director  
P.O. Box 287  
Lee, MA 01238  
(413) 637-1322  
fax (413) 243-4744  
jacobspillow.com

Kaatsbaan International Dance Center, Inc.  
Bentley Roton, Director  
172 Dock Road  
Tivoli, NY 12583  
(914) 757-5106

**Related Museum**

The National Museum of Dance  
Maurice O'Connell, General Manager  
South Broadway  
Saratoga Springs, NY 12866  
(518) 584-2225  
fax (518) 584-4515  
dancemuseum.org

**Other Resources**

Composers and Choreographers Theater, Inc.  
Master Tape Library

25 West 19<sup>th</sup> Street  
New York, NY 10011  
(212) 989-2230

Cunningham Dance Foundation  
Stacy Sumpman, Media Coordinator, Ext. 26  
55 Bethune Street  
New York, NY 10014  
(212) 255-8240  
fax (212) 633-2453  
merce.org

Dance Films Association, Inc.  
Deirdre Towers, Executive Director  
48 West 21<sup>st</sup> Street #907  
New York, NY 10010  
(212) 727-0764

Dance Heritage Coalition  
P.O. Box 15130  
Washington, DC 20003  
(202) 707-2149  
fax (202) 707-0621  
danceheritage.org

Dance Notation Bureau  
33 West 21<sup>st</sup> Street  
New York, NY 10010  
(212) 807-7899

The Foundation Center  
79 Fifth Avenue  
2<sup>nd</sup> Floor  
New York, NY  
(212) 620-4230

Harvard Theater Collection  
Jeanne T. Newlin, Curator  
Houghton Library  
Cambridge, MA 02138  
(617) 495-2445

John F. Kennedy Center for the Performing Arts  
Performing Arts Library  
Vicky Wuff, Dance Specialist  
Washington, DC 20566  
(202) 416-8780

fax (202) 416-8786

The New York Public Library for the Performing Arts  
 Research Collections at The Library Annex  
 521 West 43<sup>rd</sup> Street  
 New York, NY  
 (212) 870-1630  
 nypl.org

Preserve, Inc. (at Jacob's Pillow)  
 P.O. Box 287  
 Lee, MA 01238  
 (413) 243-4110

### Articles

Bassett, Peter. "Archives of the Dance (15): The Library of the Laban Center for Movement and Dance." *Dance Research, London* 12, no. 1 (Spring 1994): 48-59.

Description of holdings of The Library of the Laban Center for Movement and Dance, which include periodicals, press clippings, reports and ephemera, video, special collections, catalog and bibliography aids.

Brinckerhoff, Peter C... "How to Write Your Business Plan." *Nonprofit World* 17 (March-April 1999): 10-11.

Shows a one-page outline for a business plan.

Collett-Simpson, Denise. "Dance from the 16<sup>th</sup> Century to the 1990's: the Royal Academy of Dancing Library and its Archives." *Dance Gazette, London* no. 214 (October 1993): 34-5.

Discusses the Royal Academy of Dancing archives, its general contents and access fees.

Dahms, Sibyelle. "Archives of the Dance (1): The Derra de Moroda Dance Archives at The University of Salzburg." *Dance Research, London* 1, no. 2 (Autumn 1983): 69-79.

Short biography of dancer, Friderica Derra de Moroda and discussion of her unique dance collection.

Dickey, Marilyn. "Starting Up Without Stalling: Founders of Charities Must Avoid Making a Few Common Mistakes Before Getting Underway." *Chronicle of Philanthropy* 9 (April 1997) 33-5.

Discusses appropriate choices for board of directors, effective mission statements and business plan development.

Friedman, Leslie. "Archives: Saving the Dances." *Dance Teacher Now* 15, no. 8 (October 1993): 51-2, 54-5, 57.

Sections on national sources regarding dance preservation and documentation, *Preserve, Inc., New York Public Library Dance Collection and Oral History Project, Legacy, Dance Heritage Coalition*. Includes extensive bibliography.

Guest, Ivor Forbes. "Archives of the Dance (3): The Library and the Archives of the Paris Opera Preserved." *Dance Research, London* 2, no. 2 (Summer 1984): 68-76.

History of the Paris Opera archives and library written in the first person.

Kahane, Martina. "Archives of the Dance (4): The Library and Archives of the Paris Opera: part 2." *Dance Research, London* 3, no. 1 (Autumn 1984): 67-71.

Description of contents of the Paris Opera archive and library and how it is arranged.

Ostlere, Hilary. "Murray Louis: Life's an Archive." *Dance Magazine*, October 1998, 66-68.

The extensive archives of Nikolais and Louis Dance will be kept at the Vernon Alden Library of the University of Ohio in Athens. Costumes and sets will be kept at The New York Public Library for the Performing Arts in 2000. NYPL curator, Madeleine Nichols consults Louis.

Potter, Michelle. "The Dancer Speaks: Oral History Archives and the Dance Historian." *Hong Kong International Dance Conference* 2 (1990): 179-198.

Discusses pros and cons of oral histories as dance documentation.

Schroedter, Stephanie. "Demonstration of a Database Concerning Dance Literature from the Late 17<sup>th</sup> to the Early 19<sup>th</sup> Century Held at the Derra de Moroda Dance Archives, Salzburg, Austria." In the proceedings of the 20<sup>th</sup> Conference of the Society of Dance History

Scholars, Barnard College, New York City, June 1997, 173-179.

Instructions for using a database on Pre-Romantic Ballet divided into the following four sections: subjects or basic concepts, people, melodies and illustrations.

Silverman, Jill. "Dance History, Criticism, Libraries and Archives." in *The Dance Catalog*, ed. Nancy Reynolds, 230-241. New York: Harmony Books, 1979.

Discusses importance of dance history and dance preservation and includes list of dance libraries and archives.

Stephenson, Michael P... "Completing the Picture: the Business Plan." *Fund Raising Management* 22 (November 1991): 49-50.

Describes why a sound business plan is essential and includes brief outline for a business plan.

Terry, Walter. "Dance Archives (Museum of Modern Art)." *New York Scrapbook*, *New York Herald Tribune*, 17 March 1940.

Vaughan, David. "Archives of the Dance (2): Building an Archive: Merce Cunningham Dance Company." *Dance Research, London* 2, no. 1 (Spring 1984): 61-67.

Early history of the Cunningham Dance Company and birth of its archives by its founder and present archivist.

Woodcock, Sarah C... "Photographic Copyright: A Note for Archivists and Scholars." *Dance Research, London* 3, no. 1 (Autumn 1984): 72-75.

Discusses when one does and does not need permission to reproduce photographs and slides.

### **Books**

Arkebauer, James B... *The McGraw-Hill Guide to Writing a High-impact Business Plan*. New York: McGraw-Hill Inc., 1995.

Buck, Rebecca A... and Jean Allman Gilmore, eds., *The New Museum Registration Methods*. Washington, DC: American

- Association of Museums, 1998.
- Malaro, Marie C... *A Legal Primer on Managing Museum Collections, 2d ed.* Washington, D.C.: Smithsonian Institution Press, 1998.
- Mancuso, Anthony. *How to Form a Nonprofit Corporation in All Fifty States, 4<sup>th</sup> ed.* Berkeley, CA: Nolo Press, 2000.
- McKeever, Mike. *How To Write a Business Plan, 5<sup>th</sup> ed.* Berkeley, CA: Nolo Press, 1999.
- Yakel, Elizabeth. *Starting an Archives.* Lanham, MD: Society of American Archivists and The Scarecrow Press, Inc., 1994.

### **Business Plans**

Kaatsbaan International Dance Center, Inc.

A dance center at a historic site with museum and extensive dance-related art collection and archives.

Jacob's Pillow Dance Festival

Dance school with theater, archives, exhibits, special programs.

### **Catalog**

*Stern's Directory 2000.* USA: Dance Magazine, 1999.

Includes list of libraries related to dance.

### **Clippings Files**

Dance Heritage Coalition.

Includes a news release from January 1998 regarding increased access to dance documentation, an extensive pamphlet (*Beyond Memory*) on how to begin and preserve a dance archives and a pamphlet stating the coalition's mission and goals.

Jacob's Pillow Dance Festival Archives.

Contains articles from 1995-7 from various newspapers in Massachusetts describing activities at Jacob's Pillow

including an exhibition of dance photographs by John Lindquist.

### **Interviews**

Fowler, Brett, Curatorial Assistant, The Museum at Fashion Institute of Technology, New York. Interview by author,  
16 November 2000, New York.

He estimates an equal number of graduate students and professionals from the fashion and textile design industries use the costume collection for research.

Brouk, Tricia, member, Lucinda Childs Dance Company, New York. Interview by author, 3 November 2000, New York.

Discussion of Lucinda Childs' personal method of dance scoring used in rehearsals.

Gibbons, Doug, Director of Library and Information Services,  
The Museum of Television and Radio, New York.  
Interview  
by author, 24 October 2000, New York.

They collect past shows and commercials, but keep a careful watch on contemporary programming and select extremely carefully. Public access is a priority.

Hoffmo, Victoria, Bayridge Conservancy, Brooklyn, NY.  
Interview by author, 9 November 1999, New York.

Currently trying to save the Farrell House in Bayridge, Brooklyn. If successful, adjacent barn will be converted into performance space for Dance Consort.

Mezzacappa, Carol, Director, Dance Consort, Brooklyn, NY.  
Interview by author, 8 November 1999, New York.

Professional dance company that recreates historic dances by Doris Humphrey and Charles Weidman.

Nichols, Madeleine, Curator of the Dance Collection, New York Public Library for the Performing Arts.  
Interview by author, 15 November 1999, New York.



NYPL collects performing arts documentation from all around the world, dating back to the Renaissance. Lesser-known dance companies as well as famous ones are included.

O'Connell, Maurice, General Manager, National Museum of Dance. Interview by author, 3 November 2000, New York.

Mission is to promote interest and appreciation in American professional dance.

Roton, Bentley, Director, Kaatsbaan International Dance Center, Inc. Interview by author and Pamela Herrick, 27 January 2000, Tivoli, NY. Kaatsbaan International Dance Center, Inc., Tivoli, NY.

Center for dance residencies at historic site with archives, art collection, museum and dance library.

#### **Lecture**

Gary Silver, President of the Hendrick I. Lott House Preservation Association. *The Hendrick I. Lott House*. Shore Hill Towers, Brooklyn, NY, October 1999.

Discussion of efforts by HILPA to restore a land-marked 18<sup>th</sup> century farmhouse in Marine Park, Brooklyn.

#### **Manual**

Kopp, Leslie Hansen, ed., *Dance Archives: A Practical Manual for Documenting and Preserving the Ephemeral Art*. Lee, MA: Preserve, Inc., 1995.

Manual for starting and maintaining a comprehensive dance archives. Includes a case study (Cunningham Dance Co.), resource list, glossary, bibliography and issues of *Afterimages*, newsletter published by Preserve, Inc. Parts are printed in the pamphlet *Beyond Memory*, published by the Dance Heritage Coalition.

#### **Monographs**

Brinckerhoff, Peter C... *Social Entrepreneurship: the Art of Mission-based Venture Development*. New York: John Wiley and Sons, 2000.

\_\_\_\_\_, Leslie L. Wilson, and Judith L. Groves. *A Business*

*Planning Guide for Not-for-profit Organizations.* Springfield, IL: Corporate Alternatives, 1987.

Landy, Laura. *Something Ventured, Something Gained: a Business Development Guide for Non-profit Organizations.* Trenton, NJ: Center for Non-profit Corporations, 1987.

Twin Cities Regenerative Funding Project. *In Search of Cash Cows: Exploring Money-making Options for Nonprofit Agencies.* Minneapolis, MN: Peter C. Brown & Associates, 1983.

Wright, Susan. *Raising Money in Less Than Thirty Days: a Guide for Individuals and Organizations.* New York: Carol Publishing Group, 1993.

#### **Newsletters**

Archives for the Performing Arts. *Archives News.* San Francisco.

Illustrated. Contains information on donations, exhibitions, funding and member activities.

Preserve at Jacob's Pillow. *Afterimages: the Newsletter of Performing Arts Documentation and Preservation.* Lee, MA.

#### **Pamphlets**

*Beyond Memory: Preserving the Documents of Our Dance Heritage.* Washington, DC: Dance Heritage Coalition, Dance/USA, 1994.

Basic information on how to start and maintain a dance archives.

*Getting Down to Business: Guide to Starting and Managing a Business.* New York: New York City Office of Business Development, 1989.

Includes brief outline for a business plan.

#### **Press Packets**

Bardavon

Elizabeth Oakley, Audience Development

35 Market Street  
Poughkeepsie, NY  
(914) 473-5288

Dance Consort  
Carol Mezzacappa, Director  
105 Avenue P  
Suite 6D  
Brooklyn, NY 11204  
(718) 232-3060

Jacob's Pillow  
Ella Baff, Director  
P.O. Box 287  
Lee, MA 01238  
(413) 637-1322  
fax (413) 243-4744  
jacobspillow.com

Kaatsbaan International Dance Center, Inc.  
Bentley Roton, Director  
172 Dock Road  
Tivoli, NY 12583  
(914) 757-5106

#### **Websites**

<http://www.bardavon.org>; Internet; accessed 22 October 2000.

Bardavon Opera House website. Located in Poughkeepsie, New York. Founded in 1869.

<http://www.dance@nypl.org>; Internet; accessed 7 October 2000.

Links to other sites related to dance, dance archives and dance videography.

<http://www.dancefilmsassn.org/New%20pages/about.html>;  
Internet; accessed 7 October 2000.

Describes the Dance Films Association and its membership policies.

<http://www.dancemuseum.org>; Internet; accessed 22 October 2000.

The National Museum of Dance website. Only institution in America devoted exclusively to American professional dance.

<http://www.dtw.org>; Internet; accessed 1 November 2000.

Dance Theater Workshop is a New York City based organization. Has a theater, gallery, and Artist Services.

[http://www.home3.americanexpress.com/smallbusiness//resources/starting/biz\\_plan.shtml](http://www.home3.americanexpress.com/smallbusiness//resources/starting/biz_plan.shtml); Internet; accessed 25 October 2000.

American Express Small Business Services. Includes detailed sample business plan.

<http://www.jacobspillow.org>; Internet; accessed 22 October 2000.

Jacob's Pillow Dance Festival website. Has dance school, performance space, galleries and archives.

<http://www.nolo.com>; Internet; accessed 4 August 2000.

Includes legal tips and case studies on non-profit organizations.

<http://www.nypl.org/research/lpa/dan/dancepr.html>; Internet; accessed 8 October 2000.

Lists dance videographers and choreographers who collaborated on a video-editing project in 1999.

<http://www.mcny.org>; Internet; accessed 10 September 2000.

The Museum of the City of New York. Extensive theater and dance collections. Lists published sources on Byron, who photographed staged dramatic works in New York City from late nineteenth century through early twentieth century.

<http://www.philanthropy.com/free/resources/managing/manage.html>; Internet; accessed 25 October 2000.

*The Chronicle of Philanthropy* website. Provides links for organizations that aid non-profit organizations.

<http://www.save-as-dance.org/html/resourcesfilm.html>; Internet; accessed 8 October 2000.

Lists dance videographers, their addresses and phone numbers.

<http://www.sba.org>; Internet; accessed 7 October 2000.

Small Business Association website. Includes detailed sample business plan.

<http://www.socialentrepreneurs.org/main.html>; Internet; accessed 25 October 2000.

The National Center for Social Entrepreneurs. Customized services for those starting non-profit ventures.

<http://www.thekitchen.org>; Internet; accessed 1 November 2000.

The Kitchen Center for Video Music and Dance website. New York City based and has performance space, gallery and extensive video archives.

<http://www.theplace.org.uk>; Internet; accessed 1 November 2000.

The Place. Dance center based in London. Classes, workshops, advice and services for professional dancers. Also extensive video library and video services.