

**Adler Planetarium Institutional Records, 1912-2008  
Finding Aid**

**Adler Planetarium & Astronomy Museum**

**Webster Institute for the History of Astronomy  
Chicago, Illinois  
2010**

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### **Descriptive Summary of the Collection**

**Title:** Adler Planetarium Institutional Records

**Creator:** Adler Planetarium & Astronomy Museum

**Dates:** 1912-2008

**Extent:** 70 linear feet (100 boxes including 10 oversize boxes and 1 large document drawer)

**Language(s):** Materials are predominately in English

**Repository:** Webster Institute for the History of Astronomy, Adler Planetarium & Astronomy Museum, Chicago

**Abstract:** The Adler Planetarium Institutional Records serve as the planetarium's permanent memory. The collection consists of unique primary records of enduring value that were created or received by the Adler Planetarium and have relevance to the historical development of the Planetarium and its functions over time.

### **Administrative Information**

**Cite As:** Adler Planetarium Institutional Records, Adler Planetarium & Astronomy Museum, Chicago.

**Provenance:** Adler Planetarium & Astronomy Museum

**Processed by:** Margie Kollbocker, 2008; updates by Jodi Lacy, 2010

**Funding:** Processing supported in part by the Friends of the Center of Physics, American Institute of Physics.

**Access:** Obtained by completing a Research Request Form. Contact the Webster Institute for the History of Astronomy at (312) 322-0594 or [astrohistory@adlerplanetarium.org](mailto:astrohistory@adlerplanetarium.org). Some restrictions may apply due to individual privacy issues or the fragile nature of certain original documents. Permission is at the discretion of the Curator of the collection.

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## **Historical Background**

The Adler Planetarium and Astronomy Museum was the first modern planetarium in the western hemisphere and houses one of the world's finest collections of antique astronomical instruments. Founder Max Adler was a senior officer in Sears, Roebuck and Company. The museum opened to the public on May 12, 1930. Dr. Philip Fox, a professor of astronomy at Northwestern University, was appointed the first director. The Zeiss planetarium projector and the Mensing Collection of historic scientific instruments were the central features. The planetarium was an integral part of the Century of Progress International Exposition World's Fair held in Chicago in 1933-1934 to celebrate the city's centennial.

The South Park Commissioners, which later became the Chicago Park District, maintained and operated the museum until it was incorporated under the directorship of Joseph Chamberlain in 1968. The Board of Trustees eventually assumed full management responsibilities in 1976.

The original building, designed by architect Ernst Grunsfeld is on the National Register of Historic Places. It is a twelve-sided structure made of St. Cloud (Minnesota) Rainbow Granite. The dome is copper. The front doors are bronze set with beveled glass. It is situated on Northerly Island, an artificial island on Lake Michigan in Chicago. There have been two subsequent additions of significance, in 1973 and 1997.

Max Adler's son, Robert Adler, took a significant interest in the museum and formed the Chicago Planetarium Society in the late 1950s to aid and support the museum.

There have been eight directors: Philip Fox (1929-1937), Maude Bennot (acting director, 1937-1945), F. Wagner Schlesinger (1945-1957), Albert Shatzel (1957-1959), Robert Johnson (served as the acting director for six months preceding 1960-1966), Mortimer Kaplow (1966-1967), Joseph Chamberlain (1968-1991), Paul Knappenberger (President, 1991- present).

## **Scope and Content of the Collection**

The Adler Planetarium Institutional Records consist of materials created or received by the Adler Planetarium that have relevance to the historical development of the museum and its functions over time. Such records include (but are not limited to): legal records, financial reports, administrative documents, meeting minutes, policies, procedures, publications, press releases, correspondence, architectural plans, memorabilia, photographs, research notes, and papers of integral persons. Founders, officers, consultants, committee members and employees created the bulk of this documentation. The institution's organizational structure has grown and evolved over the life of the museum. The series in this collection represent a functional melding of these transformations.

This collection fills 100 boxes and one large document drawer and spans the years 1912-2008. The materials are organized in the following groupings:

- Series I Office of Max Adler, 1928-1952
- Series II Board of Trustees, 1933-2007
- Series III Office of the Director, 1912-2005
  - A. Philip Fox (1929-1937)
  - B. Maude Bennot (acting director, 1937-1945)
  - C. F. Wagner Schlesinger (1945-1957)
  - D. Albert Shatzel (1957-1959)
  - E. Robert Johnson (acting director six months preceding 1960-1966)
  - F. Mortimer Kaplow (1966-1967)
  - G. Joseph Chamberlain (1968-1991)
  - H. Paul Knappenberger (1991- present)
- Series IV Office of Robert Adler, 1936-1983
- Series V Mayor's Committee on Adler, 1966-1970
- Series VI Building & Grounds, 1928-2003
- Series VII Human Resources, 1945-2000
- Series VIII Astronomy Department, 1962-2008
- Series IX History of Astronomy Department, 1930-2007
- Series X Planetarium Shows, 1934-2004
- Series XI Exhibits, 1912-2006
- Series XII Public Programs & Members' Events, 1930-2007
- Series XIII Special Events, 1930-2007
- Series XIV Century of Progress, 1929-1992
- Series XV Publications & Press, 1932-2008
- Series XVI Annual Reports, 1976-2006
- Series XVII 3D Items & Ephemera, 1930-2006

## Adler Planetarium Institutional Records Finding Aid

### Container List

#### **Series I      Office of Max Adler, 1928-1952**

Max Adler was the founder and initial benefactor of the Adler Planetarium. This series includes Planetarium related documents created, collected by, or concerning Max Adler. The series begins with correspondence in chronological order followed by the remaining files in chronological order.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>	
<b>1</b>	<b>1</b>	Correspondence, 1928	
	<b>2</b>	Correspondence, 1929	
	<b>3</b>	Correspondence, 1930	
	<b>4</b>	Correspondence, 1931	
	<b>5</b>	Correspondence, 1932	
	<b>6</b>	Correspondence, 1933	
	<b>7</b>	Correspondence, 1934	
	<b>8</b>	Correspondence, 1935	
	<b>9</b>	Correspondence, 1936	
	<b>10</b>	Correspondence, 1937	
	<b>11</b>	Correspondence, 1938	
	<b>12</b>	Correspondence, 1939	
	<b>13</b>	Correspondence, 1940	
	<b>14</b>	Correspondence, 1940	
<b>Oversize Box A</b>			
<b>1</b>	<b>15</b>	Correspondence, 1941	
	<b>16</b>	Correspondence, 1942	
	<b>17</b>	Correspondence, 1943	
	<b>18</b>	Correspondence, 1944	
	<b>19</b>	Correspondence, 1945	
	<b>20</b>	Correspondence, 1947	
	<b>21</b>	Correspondence, 1948	
	<b>22</b>	Correspondence, 1949	
	<b>2</b>	<b>23</b>	Correspondence, 1950
		<b>24</b>	Correspondence, 1951
		<b>25</b>	Correspondence, n.d.
		<b>26</b>	The Zeiss Planetarium, 1926
<b>27</b>		Agreement Between South Park Commission and Max Adler, 1928	
<b>28</b>		Article Given to Press, 1928	
<b>Document Drawer 1</b>	<b>29</b>	Planetarium Nurnberg- Schematic, 1928	
<b>2</b>	<b>30</b>	Scrapbook, 1928-29	
	<b>31</b>	South Park Communications (Max Adler's Copies), 1928-1931	
<b>Oversize Box A</b>	<b>32</b>	Original Founding Agreements with South Park Commission- Galley Proof, 1928-1930	

## Adler Planetarium Institutional Records Finding Aid

2	33	Original Founding Agreements, 1928-1932
	34	Ernest Grunsfeld- Architect, 1928-1940
	35	Excerpts from Dedication Speech, 1930
	36	Income for Tax Return Review-Max Adler & Adler Planetarium Trust, 1930
	37	Journal of the Proceedings of the South Park Commissioners,
<b>Oversize Box J</b>	38	Resolution from South Park Commissioners to Max Adler- framed, 1930
2	39	Time Magazine, 1930
	40	Press Profile Piece, c1933
	41	Trust Agreements, 1933-34
	42	Newspaper Clippings, 1936
	43	A Century of Progress Superior Court of Cook County Final Decree, 1937
	44	Memoriam Resolution from Chicago Park District Commissioners, 1952
	45	Chicago Public High Schools Proficiency Typewriting Test, n.d.
	46	Image, Vital Statistics from Sears, n.d.

### **Series II      Board of Trustees, 1933-2007**

This series consists of documents concerning the Board of Trustees and their presence within the planetarium's organization. The materials include correspondence, annual meeting notes, various institutional reports such as long-range plans, and legal documents such as the Letters of Incorporation from 1968. The series begins with correspondence in chronological order followed by the remaining files in chronological order.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>
1	1	Correspondence, 1933
	2	Correspondence, 1934
	3	Correspondence, 1935
	4	Correspondence, 1936
	5	Correspondence, 1939
	6	Correspondence, 1940
	7	Correspondence, 1941
	8	Correspondence, 1942
	9	Correspondence, 1950
	10	Correspondence, 1951
	11	Correspondence, 1971
	12	Correspondence, 1980
	13	Adler Planetarium Trust Agreements, 1933-1957
	14	Report on Planetarium Operations Under Contract with a Century of Progress, 1933-34
<b>Oversize Box A</b>	15	Architect Contracts, 1934
1	16	Adler Planetarium Trust Reports, 1934-1948

## Adler Planetarium Institutional Records Finding Aid

	17	Chicago Park District Annual Reports, 1936-1951
	18	Proceedings of the Chicago Park District, 1939-1950
	19	Meeting Notes, 1949
	20	Exhibit Installation Financial Receipts, 1950-1952
	21	Adler Planetarium Trust Liability Policy, 1950-1954
	22	Adler Planetarium Trust Tax Returns, 1953-1958
	23	Chicago Park District- Adler Planetarium Trust Agreement, 1957
	24	Adler Planetarium Trust- Study of Civic Representation in Public Institutions (Copy 1), 1957
	25	Adler Planetarium Trust- Study of Civic Representation in Public Institutions (Copy 2), 1957
2	26	Adler Planetarium Trust- Study of Civic Representation in Public Institutions (Copy 3), 1957
	27	Report and Recommendation by the Chicago Planetarium Society (Copy 1), 1959
	28	Report and Recommendations by the Chicago Planetarium Society (Copy 2), 1959
	29	Report and Recommendations by the Chicago Planetarium Society (Copy 3), 1959
	30	Report and Recommendations by the Chicago Planetarium Society (Copy 4), 1959
	31	Suggested Exhibits Report, 1959
	32	Financial Recommendations Report, 1959
	33	Scope & Organizational Report, 1959
	34	Proposal of Expanded Operations, 1960
3	35	Articles of Incorporation –Original, Draft, Photos, 1968
	36	By-laws, 1968-1991
	37	Tax Exempt Status, 1968
	38	Trustees List, 1968-2002
	39	Annual Meetings of the Corporation, 1975-2006
	40	Agreement Between Chicago Park District and the Adler Planetarium, 1976
	41	Half-Century Celebration Trustee Committee, 1979-1980
	42	Nominating Committee Report, 1981
	43	Long Range and Strategic Plans- December, 1992
	44	Space Millennium Project Fund Raising Recommendations, 2000
	45	Departmental Updates, 2006
	46	Departmental Updates, 2007
	47	2006 Report-Research and Collections, 2007
	48	Annual Meeting Candids, n.d.

### **Series III Office of the Director, 1912-2005**

This series captures the papers of each of the Adler's directors during their time in office. It consists of eight sub-series, one for each director (see below). Correspondence and reports related to the administration of the planetarium make up the bulk of these records. Several

## Adler Planetarium Institutional Records Finding Aid

directors served in other capacities within the planetarium prior to assuming the office of director. As a result, their files may cover time periods longer than their tenure as director and overlap time periods of other's files. Each sub-series begins with correspondence from that particular director's office in chronological order and is followed by the remaining files in chronological order.

- A. Philip Fox (1929-1937)
- B. Maude Bennot (acting director, 1937-1945)
- C. F. Wagner Schlesinger (1945-1957)
- D. Albert Shatzel (1957-1959)
- E. Robert Johnson (acting director six months preceding 1960-1966)
- F. Mortimer Kaplow (1966-1967)
- G. Joseph Chamberlain (1968-1991)
- H. Paul Knappenberger (President, 1991- present)

### Sub-Series IIIA      Office of the Director- Phillip A. Fox

<u>Box</u>	<u>Folder</u>	<u>Content</u>
<b>1</b>	<b>1</b>	Correspondence, 1912
	<b>2</b>	Correspondence, 1928
	<b>3</b>	Correspondence (Part 1), 1929
	<b>4</b>	Correspondence (Part 2), 1929
	<b>5</b>	Correspondence (Part 1), 1930
	<b>6</b>	Correspondence (Part 2), 1930
	<b>7</b>	Correspondence (Part 3), 1930
<b>2</b>	<b>8</b>	Correspondence (Part 1), 1931
	<b>9</b>	Correspondence (Part 2), 1931
	<b>10</b>	Correspondence (Part 1), 1932
	<b>11</b>	Correspondence (Part 2), 1932
	<b>12</b>	Correspondence (Part 1), 1933
	<b>13</b>	Correspondence (Part 2), 1933
	<b>14</b>	Correspondence (Part 3), 1933
<b>3</b>	<b>15</b>	Correspondence- Publisher, 1933
	<b>16</b>	Correspondence (Part 1), 1934
	<b>17</b>	Correspondence (Part 2), 1934
	<b>18</b>	Correspondence, 1935
	<b>19</b>	Correspondence, 1936
	<b>20</b>	Correspondence, 1937
	<b>21</b>	Correspondence, 1938
<b>4</b>	<b>22</b>	Correspondence, 1939
	<b>23</b>	Correspondence, 1940
	<b>24</b>	Correspondence, 1941
	<b>25</b>	Correspondence, n.d.
	<b>26</b>	Chicago Astronomical Society, 1887, 1930
	<b>27</b>	Purchase Receipts, 1906-1937
	<b>28</b>	The Celebration of the Semi-Centennial of the Chicago Astronomical Society and the Dedication of a Monument to the

Adler Planetarium Institutional Records Finding Aid

		Memory of Truman Harry Stafford by Philip Fox, (reprint), 1913
	29	Zeiss Planetarium zu Jena Lectare Scripts, 1928
<b>Oversize</b>	30	Scrapbook, 1929-1930
<b>Box B</b>		
<b>4</b>	31	Ward's Natural Science Establishment, 1929
	32	The Adler Planetarium and Astronomical Museum by Philip Fox, 1929
	33	Zeiss, 1929-1932
	34	Essays about Adler Planetarium, 1930
	35	Mensing Collection, 1930
	36	Meteors and the Leonids Lecture- by C.C. Wylie, 1930
	37	Staff List with Salaries, 1930
	38	Transparency Legends, 1930
	39	Attendance Records, 1930-1937
	40	The Astronomical Fraternity of the World by David Pickering, 1931
	41	Demonstration of Two Pieces of Apparatus, 1931
	42	Museum Attendance- The Journal of the Royal Astronomic Society of Canada, 1931
	43	The Adler Planetarium and Astronomical Museum of Chicago (reprint), 1932
	44	Apparatus for Showing Eclipses, Meteoric Showers, and Aurora in Planetarium Demonstrations by Philip Fox, 1932
	45	Museum Schedule, 1932
	46	Planetarium Building Alterations & Additions, 1932
	47	Statement of Planetarium Income and Expense, 1932
<b>Oversize</b>	48	Guidebook Galleys, 1933
<b>Box A</b>		
<b>4</b>	49	Guidebook Mock-Ups (Part 1), 1933
<b>5</b>	50	Guidebook Mock-Ups (Part 2), 1933
	51	Guidebook Mock-Ups (Part 3), 1933
	52	Guidebook Mock-Ups (Part 4), 1933
	53	Guidebook Proofs, 1933
	54	Junior Astronomy Club, 1933
	55	The Story of the Zeiss Planetarium by Franz Fieseler, 1933
	56	Calendar Reform, 1934
	57	The Drama of the Heavens Radio Broadcast, 1934
	58	South Park Commissioners Statement of Planetarium Income & Expenditures, 1934
	59	Summer Lecture notes, 1934
<b>6</b>	60	Guidebook Mock-Ups & Proofs, 1935
	61	List of Foreign Institutions Receiving Mensing Catalog, 1935
	62	The Starry Heavens- The Zeiss Optical Planetarium, by Philip Fox, 1935
	63	Sky Maps, 1935-1936
	64	Adler Planetarium Museum Report, 1936

Adler Planetarium Institutional Records Finding Aid

- 65 Chicago Park District- Annual Report, 1936
- 66 Zeiss Planetaria Opening Dates, 1937
- 67 A Statement to the Board of Trustees of the Museum of Science and Industry, 1940
- 68 Adler Planetarium Slides Set- price list, n.d.
- 69 Clocks, n.d.
- 70 Zeiss Photo Exhibition Invitation, n.d.

**Sub-Series IIIB Office of the Director-Maude Bennot**

<u>Box</u>	<u>Folder</u>	<u>Content</u>
1	1	Correspondence, 1930
	2	Correspondence, 1931
	3	Correspondence, 1932
	4	Correspondence, 1933
	5	Correspondence, 1934
	6	Correspondence, 1935
	7	Correspondence, 1936
	8	Correspondence, 1937
	9	Correspondence- Publisher, 1937-1943
	10	Correspondence, 1938
	11	Correspondence, 1939
	12	Correspondence (Part 1), 1940
	13	Correspondence (Part 2), 1940
	14	Correspondence, 1941
2	15	Correspondence, 1942
	16	Correspondence, 1943
	17	Correspondence, 1944
	18	Correspondence, 1945
	19	Correspondence, n.d.
	20	Bulletin of the Chicago Academy of Sciences- The Atwood Sphere, 1913
	21	Orbit of BGC 1036 by Maude Bennot, 1925
	22	Article Reprints, 1925-1932
	23	Journal- The Monthly Evening Sky Map, 1932-1941
	24	Notes and Memoranda, 1933-1937
	25	Museum of Science and Industry, 1933-1944
	26	Astronomy Booklets, 1933, 1937, n.d.
	27	World Calendar- Calendar Reform, 1935-1950
	28	Receipts, 1936-1941
	29	Various Journals, 1937-1943
	30	News Clippings, 1937-1944
	31	Attendance Records, 1938-1945
	32	Annular Eclipse of the Sun, 1939
	33	Annual Report, 1940
	34	Repairs, 1940

Adler Planetarium Institutional Records Finding Aid

- 35 History of the Calendar by Maude Bennot, 1941
- 36 Chicago Park District- Publisher Specifications, 1942
- 37 Another New Year by Maude Bennot, 1945
- 38 Letterhead, n.d.
- 39 Telescope Catalog, n.d.

**Sub-Series IIIC Office of the Director- F. Wagner Schlesinger**

<u>Box</u>	<u>Folder</u>	<u>Content</u>
1	1	Correspondence, 1945
	2	Correspondence- Blakesley, 1945-1949
	3	Correspondence, 1946
	4	Correspondence, 1947
	5	Correspondence, 1948
	6	Correspondence, 1949
	7	Correspondence, 1950
	8	Correspondence, 1951
	9	Correspondence, 1952
	10	Correspondence, 1953
	11	Correspondence, 1954
	12	Correspondence- Renovations, 1954-55
	13	Correspondence, 1955
	14	Correspondence, 1956
	15	Planetarium Inventory-list of 35mm film rolls, 1945
	16	Meteor Showers, 1945-1946
	17	Eclipses, 1945-1951
	18	Attendance Records, 1946-1957
	19	Employment Records and Biographical Sketch, 1946-1957
	20	New Dome, 1947-1954
	21	Budget Recommendations, 1951
	22	Improvements, 1952-1953
	23	Currency & Coin Receipts, 1953-1954
	24	Console Bid, 1955
	25	Globes, n.d.
	26	Zeiss, n.d.

**Sub-Series IIID Office of the Director- Albert Shatzel**

<u>Box</u>	<u>Folder</u>	<u>Content</u>
1	1	Correspondence, 1950
	2	Correspondence, 1951
	3	Correspondence, 1952
	4	Correspondence, 1953
	5	Correspondence, 1954
	6	Correspondence, 1955
	7	Correspondence, 1956

## Adler Planetarium Institutional Records Finding Aid

8	Correspondence, 1957
9	Correspondence, 1958
10	Correspondence, 1959
11	Correspondence, n.d.
12	Employment Status and Resignation Letter, 1950-1959
13	Attendance Records, 1957-1958
14	Building Maintenance, 1958
15	Memo from Morrison Planetarium Regarding the Admission of Children, 1958
16	Perpetual Calendar Notes, 1958
17	Planetaria Report, 1958
18	Lecture Attendance Statistics, 1958-1959
19	Celestial Guide Newsletter, 1959
20	Sirius Astronomical Society Newsletter, 1959
21	To Find the Parabolic Orbit of a Comet by a Graphical Method, n.d.
22	The Light-Curve of Jupiter III in Eclipse by A. Shatzel, n.d.

### Sub-Series III E    Office of the Director- Robert Johnson

<u>Box</u>	<u>Folder</u>	<u>Content</u>
1	1	Correspondence, 1959
	2	Correspondence, 1960
	3	Correspondence, 1961
	4	Correspondence, 1962
	5	Correspondence, 1963
	6	Correspondence, 1964
	7	Correspondence, 1965
	8	Correspondence, n.d.
	9	Attendance Records, 1950-1963
	10	Hayden Planetarium, 1956-1965
	11	Celestial Guide Newsletter, 1959
	12	Exhibit Programs & Optical Shop, 1959
	13	Organizational Chart, 1959
	14	Astronomy Courses Outlines, 1960
	15	Report to the Commissioners, 1960
	16	Things that Fall From the Sky, by Ray. K. Marshall, 1960
	17	Budget Records, 1960-1961
Oversize		
Box A		
1	18	Budget Documents (part 1), 1960-1967
2	19	Budget Documents (part 2), 1960-1967
	20	NASA Educational Materials, 1961
	21	Roof Telescope Specifications, 1961
	22	Timetable of Major Events & Projects, 1961
	23	Assistant Director-Dr. Donald Rogers, 1961-63
	24	Reports and Notes on Expansion Needs, 1962-1964

## Adler Planetarium Institutional Records Finding Aid

25		3 <sup>rd</sup> National Conference on the Peaceful Uses of Space (Part 1), 1963
26		3 <sup>rd</sup> National Conference on the Peaceful Uses of Space (Part 2), 1963
27		3 <sup>rd</sup> National Conference on the Peaceful uses of Space (Part 3), 1963
28		The Story of the Moon by Robert Johnson, 1963
29		Gas News: Showcase for the Skies, 1965
30		On the Frontiers of Knowledge by Robert Johnson, 1967
31		Exhibit Notes & Labels, n.d.
32		Instrument Descriptions. n.d.

### **Sub-Series IIIF Office of the Director- Mortimer Kaplow**

<u>Box</u>	<u>Folder</u>	<u>Content</u>
1	1	Correspondence, 1963
	2	Correspondence, 1965
	3	Correspondence, 1966
	4	Budget 1967-1968

### **Sub-Series IIIG Office of Director- Joseph Chamberlain**

<u>Box</u>	<u>Folder</u>	<u>Content</u>
1	1	Correspondence, 1968
	2	Correspondence, 1969
	3	Correspondence, 1970
	4	Correspondence, 1971
	5	Correspondence- Accreditation, 1971, 1984
	6	Correspondence, 1972
	7	Correspondence, 1973
	8	Correspondence, 1975
	9	Correspondence, 1976
	10	Correspondence, 1977
	11	Correspondence, 1978
	12	Correspondence, 1979
	13	Correspondence, 1980
	14	Correspondence, 1981
	15	Correspondence, 1982
	16	Correspondence, 1983
	17	Correspondence, 1984
	18	Correspondence, 1985
	19	Correspondence, 1986
	20	Correspondence, 1987
	21	Correspondence, 1988
	22	Correspondence, 1989
	23	Correspondence, 1990

Adler Planetarium Institutional Records Finding Aid

- 24 Correspondence, 1991  
25 Correspondence, n.d.  
26 Star of Bethlehem Booklets, 1949-1977  
27 Articles by Joseph Chamberlain, 1957-1963  
28 Doctoral Dissertation, 1962  
29 Planetarium Visitors Study, 1968  
30 Emory Williams, Adler President, 1971  
2 31 Accreditation (Part 1), 1971-1973  
32 Accreditation (Part 2), 1971-1973  
33 Press Pass- Walt Grisham, 1972  
34 Copernicus Medical Research Foundation Event, 1973  
35 Public Relations Proposal, 1973  
36 Museum II Meeting Transcript, 1975  
37 Commission on Chicago Historical and Architectural Landmarks  
Report, 1976  
38 Preliminary Prospectus for Celebration of Fiftieth Anniversary,  
1978  
39 Public Relations Program for 50<sup>th</sup> Anniversary, 1978  
40 Semi-centennial Preliminaries, 1978-1979  
41 50<sup>th</sup> Anniversary Report, 1979  
42 CAS Observer, 1979  
43 International Museum Day Proclamation, 1979  
44 Six Belles Event, 1979  
45 50<sup>th</sup> Anniversary Birthday Party, 1980  
46 Attendance Comparison, 1980  
3 47 Half-Century Campaign, 1980  
48 Isaac Stern Event, 1980  
49 School Competitions, 1980  
50 Zeiss, 1980-1982  
51 Bratsk Eclipse (slides), 1981  
52 AAM Reaccreditation, 1981-1985  
53 Report of the Adler Planetarium Committee, 1982-1985  
54 Reorganization of Staff Responsibilities, 1983  
55 Roderick S. and Marjorie K. Webster, 1983-1987  
56 Manual Food Service Agreement, 1984  
57 Robert Adler Obituary & Images, 1984  
58 Press, 1985  
59 Robert Adler Memorial Service, 1985  
60 National Historic Landmarks Designation, 1985-1987  
61 Stolen Compendium Recovered, 1986  
62 Financial Campaign, 1988  
63 Aquarium and Museum Purposes Fund, 1989  
64 C.A.R.A.- Center for Astrophysical Research in Antarctica, 1989  
65 Holiday Schedule Memorandum, 1989-1991  
66 Memoranda to Staff, 1990-1991  
67 Adler Bank Accounts Meeting, 1991

Adler Planetarium Institutional Records Finding Aid

- 68 File Index, n.d.
- 69 Guy Bluford Event, n.d.
- 70 Zeiss Planetarium Model VI, n.d.

**Sub-Series IIIH Office of the Director- Paul Knappenberger**

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>
1	1	Correspondence, 1992
	2	Correspondence, 1995
	3	Correspondence, 1996-1998
	4	Grant Proposals, 1990-1996
	5	Museum Attendance Reports, 1990-1999
	6	Spitz Lecture, 1991
	7	Formative Evaluation, 1992
	8	Strategic Long Range Plan, 1992
	9	Marketing Notes, 1992-1998
	10	Press, 1992-1998
	11	Adler Planetarium Council, 1993
	12	Accreditation Correspondence and Documentation, 1994
	13	Audience Experience Guides, 1994
	14	Project Management, 1994
	15	Organizational Charts, 1994-1995
	16	Goals, 1994-1996
	17	Marketing Strategies, 1994-2000
	18	Audience Development Report (Part 1), 1995
	19	Audience Development Report (Part 2), 1995
	20	Audience Development Report (Part 3), 1995
	21	Audience Development Report (Part 4), 1995
	22	Audience Development Report (Part 5), 1995
	23	Audience Development Report (Part 6), 1995
	24	Audience Development Report (Part 7), 1995
	25	Audience Development Report (Part 8), 1995
	26	Audience Development Report (Part 9), 1995
	27	Audience Development Report (Part 10), 1995
	28	Audience Development Report (Part 11), 1995
	29	Audience Development Report (Part 12), 1995
2	30	Audience Development Report (Part 13), 1995
	31	Audience Development Report (Part 14), 1995
	32	Financial Campaign, 1995
	33	International Illumination Design Award, 1995
	34	Senior Management Retreats, 1995-1996
	35	Monthly Membership Trends, 1995-1998
	36	Museum Campus Trustees, 1997
	37	Institutional Goals, 1997-1998
	38	Senior Management Committee, 1998
	39	Public Relations & Marketing, 1998-2001

## Adler Planetarium Institutional Records Finding Aid

<b>40</b>	Creating Exhibitions at the Adler by Paul Knappenberger, 1999
<b>41</b>	Museum Campus Report, 1999
<b>42</b>	Account Descriptions, 2000
<b>43</b>	Museum Decline by Nancy Moffett, 2000
<b>44</b>	Strategic Long Range Plans, 2000-2005
<b>45</b>	CityPass Chicago User Survey Report, July 2002
<b>46</b>	Donor Lists, 2004
<b>47</b>	Biographical Information, n.d.

### **Series IV      Office of Robert Adler, 1936-1983**

Robert Adler, the son of Max Adler, actively supported the museum with his time, talents, and resources. This series documents his many endeavors associated with the planetarium. These endeavors include the formation and activities of the Chicago Planetarium Society. The series begins with correspondence in chronological order followed by the sub-series 'Chicago Planetarium Society,' followed by the remaining files in chronological order.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>
<b>1</b>	<b>1</b>	Correspondence, 1936
	<b>2</b>	Correspondence, 1937
	<b>3</b>	Correspondence, 1938
	<b>4</b>	Correspondence, 1939
	<b>5</b>	Correspondence, 1947
	<b>6</b>	Correspondence, 1949
	<b>7</b>	Correspondence, 1950
	<b>8</b>	Correspondence, 1951
	<b>9</b>	Correspondence, 1952
	<b>10</b>	Correspondence, 1953
	<b>11</b>	Correspondence, 1954
	<b>12</b>	Correspondence, 1955
	<b>13</b>	Correspondence, 1956
	<b>14</b>	Correspondence, 1957
	<b>15</b>	Correspondence, 1958
	<b>16</b>	Correspondence, 1959
	<b>17</b>	Correspondence, 1960
	<b>18</b>	Correspondence, 1961
	<b>19</b>	Correspondence, 1962
	<b>20</b>	Correspondence, 1963
	<b>21</b>	Correspondence, 1964
	<b>22</b>	Correspondence, 1965
	<b>23</b>	Correspondence, 1966
	<b>24</b>	Correspondence, 1967
	<b>25</b>	Correspondence, 1968
	<b>26</b>	Correspondence, 1972
	<b>27</b>	Correspondence, 1975
	<b>28</b>	Correspondence, n.d.

Adler Planetarium Institutional Records Finding Aid

<b>2</b>	<b>29</b>	Chicago Planetarium Society (Part 1), 1958-1968
	<b>30</b>	Chicago Planetarium Society (Part 2), 1958-1968
<b>Oversize</b>	<b>31</b>	Chicago Planetarium Society- Scrapbook, 1958-1973
<b>Box C</b>		
<b>2</b>	<b>32</b>	Chicago Planetarium Society-Reports, 1959
	<b>33</b>	Chicago Planetarium Society-Special Guide to Museum, 1959
	<b>34</b>	Chicago Planetarium Society-Press, 1960
	<b>35</b>	Chicago Planetarium Society-Buffer Dinner and Star Party, 1961
	<b>36</b>	Chicago Planetarium Society-Rooftop Observatory, 1962
	<b>37</b>	Chicago Planetarium Society-Background, 1962,1968
	<b>38</b>	Chicago Planetarium Society-Space Frontiers Newsletters, 1962-1968
	<b>39</b>	Chicago Planetarium Society-Museum Development Committee, 1963-1964
	<b>40</b>	Chicago Planetarium Society-Annual Reports and Audit Reports, 1964-1968
	<b>41</b>	Chicago Planetarium Society-Members List, 1968
	<b>42</b>	Chicago Planetarium Society-6 <sup>th</sup> Astro-Science Workshop, 1968-1969
	<b>43</b>	Chicago Planetarium Society-Membership Invitation, n.d.
	<b>44</b>	Chicago Planetarium Society Recommendations, n.d.
<b>3</b>	<b>45</b>	Agreement Between South Park Commissioners and Max Adler, 1928
	<b>46</b>	Adler Planetarium Trust Agreements, 1938
	<b>47</b>	August 1952 Report of the Museum, 1952
	<b>48</b>	Public Relations Program, 1954
	<b>49</b>	Adler Planetarium Trust Study, 1956-1957
	<b>50</b>	Renovation, 1956-1957
	<b>51</b>	December 1957 Report of the Museum, 1957
	<b>52</b>	The Museum News AAM Newsletter, 1958
	<b>53</b>	Board of Education handbooks-Adler Broadcasts, 1958
	<b>54</b>	The Operation and Organization of a Planetarium Installation in Chicago- A Proposed Set of Principles by Roy K. Marshall, 1958
	<b>55</b>	Book Department, 1959
<b>Oversize</b>	<b>56</b>	Photo Album- International Meeting of Planetarium Executives, 1959
<b>Box B</b>		
<b>3</b>	<b>57</b>	Administrative Problems of the Adler Planetarium (draft), 1960
	<b>58</b>	60 <sup>th</sup> Birthday Tribute, 1960
	<b>59</b>	Mayor's Committee on the Adler Planetarium-background notes, 1960-1967
	<b>60</b>	Building Expansion Proposal, 1962-1963
	<b>61</b>	Adler Trust, 1964
	<b>62</b>	Lake Forest Academy Antiques Show, 1964
	<b>63</b>	Report of the Mayor's Cultural Committee, 1966
<b>4</b>	<b>64</b>	Photo Album, 1970
	<b>65</b>	Max & Sophie Biographical History (photo copied from The

## Adler Planetarium Institutional Records Finding Aid

		family of Max and Sophie Adler compiled by Robert Adler), 1972
<b>66</b>	World Clock, 1979	
<b>67</b>	Lohr Collection, 1982	
<b>68</b>	Hebrew Union College Jewish Institute of Religion honor Robert Adler, 1983	
<b>69</b>	Photographs of Planetarium, n.d.	

### **Series V      Mayor's Committee on Adler, 1966-1970**

Mayor Richard J. Daley, at the request of the commissioners of the Chicago Park District, appointed a committee to review and make recommendations for the future development of the Adler Planetarium. This series contains the reports generated during the tenure of this task force from August 1967 to February 1968.

<u>Box</u>	<u>Folder</u>	<u>Content</u>
<b>1</b>	<b>1</b>	Notes, 1966-1968
	<b>2</b>	Consultants, 1967-1968
	<b>3</b>	Press, 1967-1968
	<b>4</b>	Record of Checks Drawn, 1967-1968
	<b>5</b>	Research, 1967-1968
	<b>6</b>	Subcommittees, 1967
	<b>7</b>	Subcommittee-Building, 1967-1968
	<b>8</b>	Subcommittee-Finance Budget, 1967-1968
<b>2</b>	<b>9</b>	Subcommittee-Personal and Administrative Relations, 1967-1968
	<b>10</b>	Subcommittee-Program, 1967-1968
	<b>11</b>	Subcommittee-Promotion, 1967-1968
	<b>12</b>	Subcommittee-Negotiating, 1968
	<b>13</b>	Final Report (draft) 1968
	<b>14</b>	Report, 1967-1968
	<b>15</b>	Final Report, (Copy 1). 1967-1968
<b>3</b>	<b>16</b>	Final Report (Copy 2), 1968
	<b>17</b>	Final Report (Copy 3), 1968
	<b>18</b>	Final Report (Copy 4 plus partial report). 1968
	<b>19</b>	Memorandum of Agreement with Chicago Park District, 1968
	<b>20</b>	Appointment of Dr. Chamberlain Announcement, 1968
	<b>21</b>	Recommendations, 1968-1970
	<b>22</b>	Committee List, n.d.

### **Series VI      Building & Grounds, 1928-2003**

The Adler Planetarium is a lakefront icon in Chicago. The property and facilities have grown and changed throughout the years. This series contains many of those plans, campaigns and transformations as well as ongoing building maintenance. This series is arranged in chronological order.

<u>Box</u>	<u>Folder</u>	<u>Content</u>
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Adler Planetarium Institutional Records Finding Aid

<b>1</b>	<b>1</b>	Dedicatory Plaque and Bronze Zodiacal Plaques, 1928-1931
<b>Document</b>	<b>2</b>	Part Plot Plan Showing Plumbing and Electrical Service, 1929
<b>Drawer 1</b>		
<b>1</b>	<b>3</b>	Building Repairs, 1929-1940
	<b>4</b>	List of Construction Contractors, 1930
	<b>5</b>	Building Specifications Work Order, 1930, 1943
	<b>6</b>	Adler Architecture (article reprints), 1930-1931
	<b>7</b>	Electrical, 1930-1940
	<b>8</b>	Heating and Ventilation, 1930-1940
	<b>9</b>	Landscaping, 1930-1939
	<b>10</b>	National Terrazzo and Mosaic Association Chicago, 1933
	<b>11</b>	Terrazzo Esplanade, 1933
	<b>12</b>	Turnstiles, 1933-1945
	<b>13</b>	Roads-Museum Access, 1933-1995
	<b>14</b>	Specifications of Acoustical Treatment for Planetarium Chamber, 1934
<b>Document</b>	<b>15</b>	Proposals for Repairs, 1939
<b>Drawer 1</b>		
<b>1</b>	<b>16</b>	Specification for Repairs and Improvements, 1939
<b>Oversize</b>	<b>17</b>	Planetarium Control Circuits, 1950
<b>Box A</b>		
<b>1</b>	<b>18</b>	Chicago Park District Renovation Announcement, 1954
	<b>19</b>	Specifications for Repairs, Improvements, 1955
	<b>20</b>	Specifications for Repairs, Improvements, 1956
<b>Document</b>	<b>21</b>	Observatory Dome & Cylinder and Telescope Bases, 1957
<b>Drawer 1</b>		
<b>2</b>	<b>22</b>	Specifications for Repairs and Improvements (Part 1), 1957
	<b>23</b>	Specifications for Repairs and Improvements (Part 2), 1957
<b>Document</b>	<b>24</b>	Tuckpointing Plan Elevation and Section Blue Print, 1957
<b>Drawer 1</b>		
<b>2</b>	<b>25</b>	Repair Journal, 1958
	<b>26</b>	Specifications for Repairs and Improvements, 1958
	<b>27</b>	Insurance-Correspondence, 1961
	<b>28</b>	Specifications for Repairs and Improvements, 1962
<b>Document</b>	<b>29</b>	Planetarium Extension Blue Prints, 1968
<b>Drawer 1</b>		
<b>2</b>	<b>30</b>	Terrazzo Esplanade-Correspondence, 1968, 2000
<b>Oversize</b>	<b>31</b>	Overall Dimensions of Planetarium Instrument- Schematic, 1969
<b>Box A</b>		
<b>2</b>	<b>32</b>	Astro-Science Center Capitol Fund Campaign, 1969-1971
<b>Document</b>	<b>33</b>	Lower Level Plan West- Schematic, 1971
<b>Drawer 1</b>		
<b>2</b>	<b>34</b>	Nicolaus Copernicus Monument, 1973
<b>Document</b>	<b>35</b>	Lighting Layout- Schematic, 1978
<b>Drawer 1</b>		
<b>2</b>	<b>36</b>	Open Lands Project Terrain- Grant Park Tomorrow Program, 1978

## Adler Planetarium Institutional Records Finding Aid

	<b>37</b>	Thaddeus Kosciuszko Statue, 1978
	<b>38</b>	Henry Moore, Sundial, 1978-2001
	<b>39</b>	Renovation Proposal, 1980
<b>Document</b>	<b>40</b>	Sky Theatre Shelf- Schematic, 1980
<b>Drawer 1</b>		
<b>3</b>	<b>41</b>	Doane Observatory, 1980-2001
	<b>42</b>	Building Images, 1982
<b>Document</b>	<b>43</b>	Alterations and repairs to Existing Theater and Observatory
<b>Drawer 1</b>		Facilities- Schematic, 1986
<b>3</b>	<b>44</b>	Museum Campus Plan, 1988
	<b>45</b>	Project Timeline, 1989-1991
<b>Document</b>	<b>46</b>	Renovations to Existing Mid-level Blue Prints, 1991
<b>Drawer 1</b>		
<b>3</b>	<b>47</b>	Facility Program, 1994-1998
	<b>48</b>	International Illumination Design Award, 1995
	<b>49</b>	Cyberspace Classroom Usage Procedures, 1996
	<b>50</b>	Building Stone Notes, 1997
	<b>51</b>	Major Naming Gift Opportunities, 1997
	<b>52</b>	Galileo's Café and Shooting Star Gift Shop, 1998
	<b>53</b>	Campaign Newsletter, 1999
	<b>54</b>	Italians in Chicago (Terrazzo Esplanade), 1999
	<b>55</b>	Library Renovation Proposal, 1999
	<b>56</b>	The New Sky Pavilion, 1999
	<b>57</b>	Phrase III, IV, V Timeline, 1999
	<b>58</b>	Renovations, 1999
	<b>59</b>	Ernest Grunsfeld-Correspondence, 2000
<b>Document</b>	<b>60</b>	Existing Conditions Plan for Exhibit Designer, 2000
<b>Drawer 1</b>		
<b>3</b>	<b>61</b>	Ferguson Fund History, 2003
	<b>62</b>	America's Courtyard, 2003
	<b>63</b>	Architectural Schematics, n.d.
<b>Oversize</b>	<b>64</b>	Architectural Schematics, n.d.
<b>Box A</b>		
<b>3</b>	<b>65</b>	Ernest A. Grunsfeld- Biographical Info, n.d.
	<b>66</b>	Mechanical Systems Code, n.d.
	<b>67</b>	Print of Building Image, n.d. (source unknown)
	<b>68</b>	Dome Statistics, n.d.
<b>Document</b>	<b>69</b>	Turnstiles- Schematics, n.d.
<b>Drawer 1</b>		

### **Series VII Human Resources, 1945-2000**

This series is comprised of records related to all the people involved in the ongoing functioning of the museum, primarily the staff and volunteers. Although these records were created in various departments of the museum over time, the bulk of the documents are from the Human Resources Department and the Volunteer Office. The Human Resources Department is the

## Adler Planetarium Institutional Records Finding Aid

portion of the organization that manages personnel issues such as hiring, training, salaries, and other employee related concerns including policies and procedures. The Volunteer Office oversees the recruitment, training, and communications of the museum's volunteer-force. These materials include items such as job descriptions, memoranda, internal newsletters, staff meeting minutes, agendas, policies, procedures, and training programs. This series is arranged in chronological order.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>
<b>1</b>	<b>1</b>	Daily Attendance Sheet Payroll #6, 1945
	<b>2</b>	Employee Handbook, 1977
	<b>3</b>	Employee Lists, 1988-1994
	<b>4</b>	Memoranda, 1988-1999
	<b>5</b>	Telephone Directories, 1989, n.d.
	<b>6</b>	All Staff Meetings, 1989-1998
	<b>7</b>	Information Systems Training for Staff, 1991-1999
	<b>8</b>	Full-time Temporary Employee Guidelines, 1992
	<b>9</b>	Policies and Procedures, 1992-1995
	<b>10</b>	Surveys, 1992-1999
	<b>11</b>	Employee Insurance, 1993
	<b>12</b>	Full-time Employee Orientation Packet, 1994
	<b>13</b>	Volunteer Newsletters, 1994-2004
	<b>14</b>	Guest Relations Training Program, 1995
	<b>15</b>	N.O.N. Unnamed Staff Newsletter, 1995
	<b>16</b>	Volunteer Opportunities, 1996-1997
	<b>17</b>	Contribution Campaigns, 1996-1998
	<b>18</b>	Written Inquiry Instructions for Volunteers, 1997
	<b>19</b>	All Staff Emails, 1998-2003
	<b>20</b>	Museum Campus Memoranda, 1999
	<b>21</b>	Purchase Order Training Manual, 2000
	<b>22</b>	Forms, n.d.
	<b>23</b>	Guide Manual, n.d.
	<b>24</b>	Job Descriptions, n.d.
	<b>25</b>	Staff Events, n.d.

### **Series VIII Astronomy Department, 1962-2008**

This department conducts research in astronomy, astrophysics, and cosmology and seeks to convey these concepts to the public. The staff members contribute to exhibits, public programs and publications. This series consists of records generated during these pursuits. The museum members' library, while it existed, was considered part of the Department of Astronomy therefore the records from the library and the office of the librarian are included in this series. The sub-series 'Correspondence' is first, followed by the 'Office of Senior Astronomer Eric Carlson,' followed by the 'Office of the Librarian,' followed by the remaining files. All files within the series and sub-series are in chronological order.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>
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Adler Planetarium Institutional Records Finding Aid

- 1**      **1**      Correspondence, 1962
- 2**      Correspondence, 1963
- 3**      Correspondence, 1964
- 4**      Correspondence, 1965
- 5**      Correspondence, 1966
- 6**      Correspondence, 1984
- 7**      Correspondence, 1988
- 8**      Correspondence, 1992
- 9**      Correspondence, 1994
- 10**     Office of Senior Astronomer Eric Carlson- Correspondence, 1974-1994
- 11**     Office of Senior Astronomer Eric Carlson- Diffuse Nebulae Course Notes (Part 1), 1964-1965
- 12**     Office of Senior Astronomer Eric Carlson- Diffuse Nebulae Course Notes (Part 2), 1964-1965
- 13**     Office of Senior Astronomer Eric Carlson- Moon Lecture Notes, 1978
- 14**     Office of Senior Astronomer Eric Carlson-Management Objectives and Strategies, 1992
- 15**     Office of Senior Astronomer Eric Carlson- Hot and Cold Dark Matter Course Outline, 1994
- 16**     Office of Senior Astronomer Eric Carlson- Bulletin of the American Astronomical Society, 1995
- 17**     Office of Senior Astronomer Eric Carlson- Presentation Notes, n.d.
- 18**     Office of Senior Astronomer Eric Carlson- Research Files (Part 1), n.d.
- 19**     Office of Senior Astronomer Eric Carlson- Research Files (Part 2), n.d.
- 2**      **20**     Office of Senior Astronomer Eric Carlson- Research Files (Part 3), n.d.
- 21**     Office of Senior Astronomer Eric Carlson- Research Files (Part 4), n.d.
- 22**     Office of Senior Astronomer Eric Carlson- Research Files (Part 5), n.d.
- 23**     Office of Senior Astronomer Eric Carlson- Research Files (Part 6), n.d.
- 24**     Office of Senior Astronomer Eric Carlson- Research Files (Part 7), n.d.
- 25**     Office of Senior Astronomer Eric Carlson- Stellar Interiors Course Notes, n.d.
- 26**     Office of Senior Astronomer Eric Carlson- Earth Course Notes (Part 1), n.d.
- 27**     Office of Senior Astronomer Eric Carlson- Earth Course Notes (Part 2), n.d.
- 28**     Office of Senior Astronomer Eric Carlson- Relativity and

Adler Planetarium Institutional Records Finding Aid

		Cosmology Course Notes, n.d.
	29	Office of the Librarian- Correspondence, 1988-1998
3	30	Office of the Librarian- Library Book Collection, 1800-1991
	31	Office of the Librarian- Library Manual, 1956-1992
	32	Office of the Librarian- NASA Publications, 1975
	33	Office of the Librarian- Projects and Ideas, 1977-1998
	34	Office of the Librarian- Missing Books, 1988
	35	Office of the Librarian- Donations, 1980-2000
	36	Office of the Librarian- Budgets and Notes, 1984-1994
	37	Office of the Librarian- Book Inventory, 1988
	38	Office of the Librarian- Library Requests, 1988-2000
	39	Office of the Librarian- Acquisitions, 1989-1999
	40	Office of the Librarian- Department Faculties, 1991
	41	Office of the Librarian- Vision Statement, 1991
	42	Office of the Librarian- Annual Reports, 1990-1993
	43	Office of the Librarian- Computer Schedule Register, 1991-1994
	44	Office of the Librarian- Accreditation Survey, 1992
	45	Office of the Librarian- Bibliographic Series, 1992
4	46	Office of the Librarian- Guide to Astronomy Organizations, 1992
	47	Office of the Librarian- Shelf Lists/Authority Terms, 1992-1993
	48	Office of the Librarian- Library Register (Part 1), 1992-1997
	49	Office of the Librarian- Library Register (Part 2), 1992-1997
	50	Office of the Librarian- Library Plans and Reports, 1992-1999
	51	Office of the Librarian- Notes from the Patrons, 1992-2000
	52	Office of the Librarian- Author Catalog, 1993
	53	Office of the Librarian- Cassette Tapes Collections Register, 1993
	54	Office of the Librarian- Library Profile, 1993
	55	Office of the Librarian- Order Report, 1993
	56	Office of the Librarian- Shelf List Catalog, 1993
5	57	Office of the Librarian- Subject Catalog, 1993
	58	Office of the Librarian- Staff Inquiries and Requests, 1994
	59	Office of the Librarian- Newsletter Holdings, 1995
	60	Office of the Librarian- Juvenile Collections, 1995-2000
	61	Office of the Librarian- CD Inventory, 1997
	62	Office of the Librarian- Serial Database, 1997
	63	Office of the Librarian- Library Advisory Committee, 1998
	64	Office of the Librarian- Office Usage Questionnaire, 1998
	65	Office of the Librarian- Inter-Library Loan Requests (Part 1), 1999-2000
	66	Office of the Librarian- Inter-Library Loan Requests (Part 2), 1999-2000
	67	Office of the Librarian- Periodical Subscription Survey, 2000
	68	Office of the Librarian- Curator's Office Book Collection, n.d.
	69	Office of the Librarian- List of Books that Need Repair, n.d.
	70	Office of the Librarian- Library Administrator, n.d.
6	71	Office of the Librarian- Library Information, n.d.

## Adler Planetarium Institutional Records Finding Aid

72	A Photographic Atlas of the Heavens by Frank Jettner, 1962
73	Operation of Zeiss Planetarium, 1963
74	Astronomical Information Sheets, 1964-1968
75	Eclipse and Moon notes, 1964-1997
76	Comet Ikeya-Seki, 1965
77	Solar Eclipse Fact Sheets, 1967, 1999, n.d.
78	Local Climatological Data, 1969-1970
79	Zeiss VI Handbook, 1970
80	Great Lakes Planetarium Association, 1975
81	Jupiter Effect, 1975-1977
82	Chicago Astronomical Society, 1977-1979
83	Department Meetings Agenda and Minutes, 1989-1993
84	How to Think About Extraterrestrials by James Sweitzer, 1991
85	Demonstration Program Goals, 1993
86	Time Budget, 1994-1995
87	Night Watch with Jim Seevers, 1995-1997
88	AAS Centennial- Lucy Fortson, 1999
89	Astrophysicists in Science Museums, 2000
90	Exploring the Universe Course Syllabus-Larry Ciupik, 2000
91	Prime Focus- department newsletter, 2008
92	Department Survey, n.d.
93	Messier Catalog, n.d.
94	Quantum Quarterly Lecture Notes, n.d.

### Series IX History of Astronomy Department, 1930-2007

This department is responsible for the collections held by the Adler's Webster Institute for the History of Astronomy as well as related research. The staff members contribute to exhibits, public programs and publications. This series consists of records generated during these pursuits. Since records in this series document activities relating to the historic collections owned by the planetarium this series dates back to the opening of the museum, far beyond the actual formation of this specific department. The sub-series 'Collections Correspondence' in chronological order is first, followed by the 'Office of the Curator' sub-series also in chronological order, followed by the sub-series 'Exhibit Files' which reflects the department's original filing system, then the remaining files follow in chronological order.

<b>Box</b>	<b>Folder</b>	<b>Content</b>
1	1	Collections Correspondence, 1961
	2	Collections Correspondence, 1962
	3	Collections Correspondence, 1963
	4	Collections Correspondence, 1964
	5	Collections Correspondence, 1965
	6	Collections Correspondence, 1966
	7	Collections Correspondence, 1967
	8	Collections Correspondence, 1968
	9	Collections Correspondence, 1969

Adler Planetarium Institutional Records Finding Aid

<b>10</b>	Collections Correspondence, 1970
<b>11</b>	Collections Correspondence, 1971
<b>12</b>	Collections Correspondence, 1980
<b>13</b>	Collections Correspondence, 1983
<b>14</b>	Collections Correspondence, 1984
<b>15</b>	Collections Correspondence, 1985
<b>16</b>	Collections Correspondence, 1986
<b>17</b>	Collections Correspondence, 1987
<b>18</b>	Collections Correspondence, 1988
<b>19</b>	Collections Correspondence, 1989
<b>20</b>	Collections Correspondence, n.d.
<b>21</b>	Office of the Curator, 1952
<b>22</b>	Office of the Curator, 1961
<b>23</b>	Office of the Curator, 1963
<b>24</b>	Office of the Curator, 1964
<b>25</b>	Office of the Curator, 1965
<b>26</b>	Office of the Curator, 1966
<b>27</b>	Office of the Curator, 1967
<b>28</b>	Office of the Curator, 1968
<b>29</b>	Office of the Curator, 1969
<b>30</b>	Office of the Curator, 1970
<b>31</b>	Office of the Curator, 1971
<b>32</b>	Office of the Curator, 1972
<b>33</b>	Office of the Curator, 1973
<b>34</b>	Office of the Curator, 1974
<b>35</b>	Office of the Curator, 1975
<b>36</b>	Office of the Curator, 1977
<b>2</b>	<b>37</b> Office of the Curator, 1978
	<b>38</b> Office of the Curator, 1979
	<b>39</b> Office of the Curator, 1980
	<b>40</b> Office of the Curator, 1981
	<b>41</b> Office of the Curator, 1982
	<b>42</b> Office of the Curator, 1983
	<b>43</b> Office of the Curator, 1984
	<b>44</b> Office of the Curator, 1985
	<b>45</b> Office of the Curator, 1986
	<b>46</b> Office of the Curator, 1987
	<b>47</b> Office of the Curator, 1988
	<b>48</b> Office of the Curator, 1989
	<b>49</b> Office of the Curator, 1991
	<b>50</b> Office of the Curator, 1996
	<b>51</b> Office of the Curator, 1997
	<b>52</b> Office of the Curator, 2000
	<b>53</b> Office of the Curator, 2001
	<b>54</b> Office of the Curator, 2005-2006
	<b>55</b> Office of the Curator, n.d.

Adler Planetarium Institutional Records Finding Aid

	<b>56</b>	Exhibit Files- Midlevel, 1930
	<b>57</b>	Exhibit Files- Brussels International Exhibition, 1934-1935
	<b>58</b>	Exhibit Files- Surveying, Artillery Case N4, 1940
	<b>59</b>	Exhibit Files- Surveying Case N3, 1942
	<b>60</b>	Exhibit Files- Telescope Exhibit, 1950
	<b>61</b>	Exhibit Files- Time Exhibit, 1951
<b>Document</b>	<b>62</b>	Exhibit Files- Time Exhibit, 1968
<b>Drawer 1</b>		
<b>2</b>	<b>63</b>	Exhibit Files- Isenbrook Planetarium 2d, 1970
	<b>64</b>	Exhibit Files- Mapping the Heavens Case 2b, 1970
<b>3</b>	<b>65</b>	Exhibit Files- North Hall, 1970
	<b>66</b>	Exhibit Files- Sundial Case 1a, 1970
<b>Oversize</b>	<b>67</b>	Exhibit Files, 1970-1994
<b>Box A</b>		
<b>3</b>	<b>68</b>	Exhibit Files- Telescope Hall, 1971
	<b>69</b>	Exhibit Files- Exhibits at Other Museums, 1974-1985
	<b>70</b>	Exhibit Files- Early Astronomers 2a, 1975
	<b>71</b>	Exhibit Files- Early Time Finding Case 1b, 1976
	<b>72</b>	Exhibit Files- Evolution of the Planetarium, Case 2c, 1976
<b>Document</b>	<b>73</b>	Exhibit Files- Navigation, 1976
<b>Drawer 1</b>		
<b>3</b>	<b>74</b>	Exhibit Files- Variety of Sundials Case 1c, 1977
	<b>75</b>	Exhibit Files- Armillaries Case 3a, 1980
	<b>76</b>	Exhibit Files- Discovery of Uranus, 1980
	<b>77</b>	Exhibit Files- Navigation, 1980
	<b>78</b>	Exhibit Files- Benjamin Banneker Case 3b, 1983
	<b>79</b>	Exhibit Files- The Astrolabe Case 2f, 1984
	<b>80</b>	Exhibit Files- Compendia Case, 1e, 1984
	<b>81</b>	Exhibit Files- Early Timekeeping Case 1d, 1984
	<b>82</b>	Exhibit Files- Surveying Case 3c, 1984
	<b>83</b>	Exhibit Files- Surveying. Mining Artillery Case 3d, 1984
	<b>84</b>	Exhibit Files- Eastern Atrolabes Case 2e, 1986
<b>4</b>	<b>85</b>	Exhibit Files- Brahe Exhibit, 1989
	<b>86</b>	Exhibit Files- Seeing the Universe, 1990
	<b>87</b>	Exhibit Files- ABCs of Astronomy, 1992
	<b>88</b>	Exhibit Files- Budget 1992-1993
	<b>89</b>	Exhibit Files- Pre-Sears and Russell, 1992-1993
	<b>90</b>	Exhibit Files- 18 <sup>th</sup> Century Material, 1993
	<b>91</b>	Exhibit Files- Astrolabe, 1993
	<b>92</b>	Exhibit Files- Captain's Cabin, 1993
	<b>93</b>	Exhibit Files- Formatine Evaluation for Exhibit Design, 1993
	<b>94</b>	Exhibit Files- Instrument Exhibit Meetings Notes (Part 1), 1993
<b>5</b>	<b>95</b>	Exhibit Files- Instrument Exhibit Meetings Notes (Part 2), 1993
	<b>96</b>	Exhibit Files- Nollet Exhibit Traveling Exhibit, 1993
	<b>97</b>	Exhibit Files- North Hall Artifact Selection (Part 1), 1993
	<b>98</b>	Exhibit Files- North Hall Artifact Selection (Part 2), 1993

Adler Planetarium Institutional Records Finding Aid

	<b>99</b>	Exhibit Files- Potential Exhibit Ideas, 1993
	<b>100</b>	Exhibit Files- Sears and Russell Correspondences (Part 1), 1993
	<b>101</b>	Exhibit Files- Sears and Russell Correspondences (Part 2), 1993
	<b>102</b>	Exhibit Files- Sundials, 1993
	<b>103</b>	Exhibit Files- Universities, 1993
<b>6</b>	<b>104</b>	Exhibit Files- North Hall Misc (Part 1), 1993-1994
	<b>105</b>	Exhibit Files- North Hall Misc (Part 2), 1993-1994
	<b>106</b>	Exhibit Files- Armillary, 1994
	<b>107</b>	Exhibit Files- Armillaries, 1994
	<b>108</b>	Exhibit Files- Artifact Selections, 1994
	<b>109</b>	Exhibit Files- Book of Hours, 1994
	<b>110</b>	Exhibit Files- Islamic, 1994
	<b>111</b>	Exhibit Files- Graphic Worksheets, 1994
	<b>112</b>	Exhibit Files- Images Considered for TUYIH, 1994
	<b>113</b>	Exhibit Files- Islamic World, 1994
	<b>114</b>	Exhibit Files- Medieval Music Recordings, 1994
	<b>115</b>	Exhibit Files- Misc. Information About Gathering Images, 1994
	<b>116</b>	Exhibit Files- Roland Michaud, 1994
<b>7</b>	<b>117</b>	Exhibit Files- TUIYH Development Files-1994
	<b>118</b>	Exhibit Files- TUIYH Volunteer Training and Demonstrator's Guide, 1994
	<b>119</b>	Exhibit Files- Who Used These: Collage of Comets, 1994
	<b>120</b>	Exhibit Files- Who Used These: Gemma Frisius, 1994
	<b>121</b>	Exhibit Files- Who Used These: Louis XIV, 1994
	<b>122</b>	Exhibit Files- Who Used These: Monk, 1994
	<b>123</b>	Exhibit Files- Who Used These: Mrs. Bryan, 1994
	<b>124</b>	Exhibit Files- Astrolabes, 1994-1995
	<b>125</b>	Exhibit Files- Medieval University Classroom, 1994-1995
	<b>126</b>	Exhibit Files- TUIYH Early Text Versions, 1994-1995
	<b>127</b>	Exhibit Files- TUIYH Education, 1994-1995
<b>8</b>	<b>128</b>	Exhibit Files- TUIYH Final Text, 1994-1995
	<b>129</b>	Exhibit Files- TUIYH Instruments: Displayed, Labels, 1994-1995
	<b>130</b>	Exhibit Files- Graphic Sources for Drawn Images, 1995
	<b>131</b>	Exhibit Files- Sundials, 1995
	<b>132</b>	Exhibit Files- Tom Telescope, 1995
	<b>133</b>	Exhibit Files- TUIYH, Photo Credits, n.d.
	<b>134</b>	Exhibit Files- AAAS Exhibit, n.d.
	<b>135</b>	Exhibit Files- Armillaries N3, n.d.
	<b>136</b>	Exhibit Files- Astrolabe, n.d.
	<b>137</b>	Exhibit Files- Astrolabes n2, n.d.
	<b>138</b>	Exhibit Files- Calculators Old and New Case 3e, n.d.
	<b>139</b>	Exhibit Files- Calendars SW, n.d.
	<b>140</b>	Exhibit Files- Compasses SE, n.d.
	<b>141</b>	Exhibit Files- Measuring Instruments Case NE, n.d.
	<b>142</b>	Exhibit Files- Medals Case S4, n.d.
	<b>143</b>	Exhibit Files- Sundials Case N1, n.d.

Adler Planetarium Institutional Records Finding Aid

	<b>144</b>	Exhibit Files- Sundials and Octants Case NW, n.d.
	<b>145</b>	Exhibit Files- Telescope Case S2, n.d.
	<b>146</b>	Exhibit Files- Timekeeping S1, n.d.
<b>9</b>	<b>147</b>	Rejected Collection Offers, 1930-1993
	<b>148</b>	Rejected Offers (Part 1), 1930-1997
	<b>149</b>	Rejected Offers (Part 2), 1930-1997
	<b>150</b>	Rejected Offers (Part 3), 1930-1997
	<b>151</b>	Rejected Offers (Part 4), 1930-1997
<b>10</b>	<b>152</b>	Rejected Offers (Part 5), 1930-1997
	<b>153</b>	Mensing Collection Exhibition Case Project, 1952-1953
	<b>154</b>	Notes- Insurance for Collections, 1961
	<b>155</b>	Queries, 1962-1999
	<b>156</b>	Astronomical Instruments at the Adler Planetarium and Astronomical Museum, 1964
	<b>157</b>	Rejected Book Offers, 1964-2001
	<b>158</b>	Insurance: Sundials, 1970
	<b>159</b>	Department Visitors, 1970-1985
	<b>160</b>	Astrolabe Kit, 1974
	<b>161</b>	Rare Book Purchases, 1975
	<b>162</b>	Policy on Accessing and Deaccessioning of Artifacts for the Collection, 1982-1983
	<b>163</b>	National Trust for Historical Preservation, Survey, 1983-1984
	<b>164</b>	Acquisition Lists, 1983-1988
	<b>165</b>	Annual Reports, 1983-1992
	<b>166</b>	Notes, Curatorial Expenses, 1984
<b>11</b>	<b>167</b>	Departmental Calendars, 1984-1991
	<b>168</b>	Budget Notes (Part 1), 1984-1993
	<b>169</b>	Budget Notes (Part 2), 1984-1993
	<b>170</b>	Rare Book Researcher Correspondence, 1985
	<b>171</b>	Purchase Receipts, 1986
	<b>172</b>	Herschel Society of Japan Correspondence, 1986-1987
	<b>173</b>	Raymond Weilgus Instrument Collection, 1987
	<b>174</b>	Departmental Layout, 1991
	<b>175</b>	MIMSY- Object Database, 1991
	<b>176</b>	Buttles Papers, 1991-1998
	<b>177</b>	Ralph Mansfield Correspondence, (Part 1), 1992-2006
	<b>178</b>	Ralph Mansfield Correspondence, (Part 2), 1992-2006
	<b>179</b>	C. Berger Rare Book Cataloging, 1996
	<b>180</b>	Museums in the Park Reports, 1997-2001
	<b>181</b>	Maude Bennot, 1998
	<b>182</b>	Webster Lectures, 1998-2007
	<b>183</b>	Deaccessioning Duplicate Rare Books, 1999
	<b>184</b>	Treasures from the Time Museum by Bruce Stephenson, 1999
	<b>185</b>	Webco Contract Cataloging, 1999
<b>12</b>	<b>186</b>	Rare Book Librarian Search, 1999-2000
	<b>187</b>	Ernest Grunsfield Related Correspondence and Photos, 2000

## Adler Planetarium Institutional Records Finding Aid

<b>188</b>	Zeiss Photo Archive Pictures, 2004
<b>189</b>	Memorial Notice: David Pingre, 2005
<b>190</b>	International Association of Bibliophiles, 2007
<b>191</b>	International Association of Bibliophiles- Chicago Museums Booklet, 2007
<b>192</b>	Antique Instrument Slide Set Description, n.d.
<b>193</b>	Bookplate, n.d.
<b>194</b>	Brochures, n.d.
<b>195</b>	Exhibits, Notes, n.d.
<b>196</b>	Museum Collection, Space Frontiers, n.d.
<b>197</b>	Summer Camp Tour Instructions, n.d.
<b>198</b>	Western Astrolabes Order Form, n.d.

### **Series X      Planetary Shows, 1934-2004**

This series consists of materials documenting the various planetarium sky shows presented in the Adler's theaters, including lecturers' outlines and notes. Publications created by the Adler that specifically relate to the opening and showing of the theater productions are included in this series as well as reviews published in the media. Press releases about the planetarium shows may also be present in the Publications & Press Series. This series is arranged in chronological order.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>
<b>1</b>	<b>1</b>	Chicago Close-ups, 1934
	<b>2</b>	Objects of Special Interest in the Sky Lecture, 1934
	<b>3</b>	The Stars in the Theatre of the Sky, 1934
	<b>4</b>	The Sky Tonight, 1935
	<b>5</b>	Exploring the Universe, 1945
	<b>6</b>	The Moon, 1945
	<b>7</b>	Sky Show, Lecturer's Outlines, (Part 1), 1945
	<b>8</b>	Sky Show, Lecturer's Outlines, (Part 2), 1945
	<b>9</b>	Calendars Old and New, 1946
	<b>10</b>	Sky Shows Lecture Outlines, 1946
	<b>11</b>	What Are Stars, 1946
	<b>12</b>	The Story of the Planets, 1946
	<b>13</b>	Sky Show Lecture Outlines, 1959
	<b>14</b>	Sky Show Lecture Schedules, 1959-1967
	<b>15</b>	Sky Shows, 1960
	<b>16</b>	Sky Shows, 1961
	<b>17</b>	Sky Shows, 1962
<b>2</b>	<b>18</b>	Sky Show Lecture Outlines- School Program, 1962-1967
	<b>19</b>	Sky Show Correspondence, 1962-1988
	<b>20</b>	Sky Show Schedules, 1962-2000
	<b>21</b>	Sky Shows, 1963
	<b>22</b>	Sky Shows, 1964
	<b>23</b>	Sky Shows, 1965
	<b>24</b>	Sky Shows, 1966

Adler Planetarium Institutional Records Finding Aid

<b>3</b>	<b>25</b>	Sky Shows, 1967
	<b>26</b>	School Program in Astronomy for the Elementary School Grades- Lecturers Outlines, 1967-1968
	<b>27</b>	Sky Shows, 1968
	<b>28</b>	Sky Shows, 1969
	<b>29</b>	Sky Shows, 1970
	<b>30</b>	Sky Shows, 1970, n.d.
	<b>31</b>	Sky Shows Brochures, 1971-1998, n.d.
<b>4</b>	<b>32</b>	Sky Shows, 1971
	<b>33</b>	Sky Shows, 1972
	<b>34</b>	Sky Shows, 1973
	<b>35</b>	Sky Shows, 1974
	<b>36</b>	Sky Shows (Part 1), 1975
<b>5</b>	<b>37</b>	Sky Shows (Part 2), 1975
	<b>38</b>	Sky Shows, 1976
	<b>39</b>	Sky Shows, 1977
	<b>40</b>	Programs Suggestions for 1980, 1978
	<b>41</b>	Sky Shows, 1978
	<b>42</b>	Sky Shows, 1979
	<b>43</b>	Sky Shows, 1980
<b>6</b>	<b>44</b>	Sky Shows (Part 1), 1980s
	<b>45</b>	Sky Shows (Part 2), 1980s
	<b>46</b>	Sky Shows, 1981
	<b>47</b>	Sky Shows, 1982
<b>7</b>	<b>48</b>	Sky Shows, 1983
	<b>49</b>	Sky Shows, 1984
	<b>50</b>	Consortium Shows, 1985
	<b>51</b>	Sky Shows, 1985
	<b>52</b>	Sky Shows, 1986
<b>8</b>	<b>53</b>	Sky Shows, 1987
	<b>54</b>	Sky Shows, 1988
	<b>55</b>	Sky Shows, 1989
<b>9</b>	<b>56</b>	Sky Shows, 1990
	<b>57</b>	Sky Shows (Part 1), 1991
	<b>58</b>	Sky Shows (Part 2), 1991
	<b>59</b>	Sky Shows, 1992
	<b>60</b>	Sky Shows, 1993
	<b>61</b>	Sky Shows, 1994
	<b>62</b>	Sky Shows, 1995
	<b>63</b>	Families with Young Children Notice, 1996
	<b>64</b>	Sky Shows, 1996
	<b>65</b>	Is There Life on Mars? 1997
<b>10</b>	<b>66</b>	Sky Shows, 1998
	<b>67</b>	Blueprint for the Red Planet, 1999
	<b>68</b>	Millennium Mysteries, 1999
	<b>69</b>	Navistar's Pawnee Skies, 1999

## Adler Planetarium Institutional Records Finding Aid

<b>70</b>	Mission to Mars, 1999-2000
<b>71</b>	Black Holes, 2000
<b>72</b>	Spirits from the Sky, Thunder on the Land, 2000
<b>73</b>	Solar Storms, 2001
<b>74</b>	Skywatchers of Africa, 2002
<b>75</b>	Aliens at the Adler, 2003
<b>76</b>	SonicVision, 2004
<b>77</b>	Show kits available to other Museums, n.d.
<b>78</b>	Sky Show Lecture Outlines, n.d.
<b>79</b>	Sky Shows Music, n.d.
<b>80</b>	The Star of Bethlehem, n.d.

### **Series XI Exhibits, 1912-2006**

This series documents the various exhibits, temporary and permanent, displayed over the lifetime of the museum. Announcements, plans, schematics and correspondence make up the bulk of this series. Publications created by the Adler that specifically relate to the opening of new exhibits are included in this series as well as reviews published in the media. Press releases about exhibits may also be present in the Publications & Press Series. This series is in chronological order with files relating to any one specific exhibit grouped together starting with the Atwood Sphere.

<b>Box</b>	<b><u>Folder</u></b>	<b><u>Content</u></b>	
<b>1</b>	<b>1</b>	Atwood Sphere- History and Information, 1912-1995	
	<b>2</b>	Atwood Sphere- Images and Press, 1941-1997	
<b>Oversize</b>	<b>3</b>	Atwood Sphere- Images and Press (newspaper clipping-1997), 1941-1997	
<b>Box A</b>			
<b>1</b>	<b>4</b>	Atwood Sphere- Operator's Reference, 1992	
	<b>5</b>	Atwood Sphere- Acquisition and Logistics Notes, 1995	
	<b>6</b>	Atwood Sphere- Drawings and Bids, 1996-1998	
	<b>7</b>	Atwood Sphere- Fundraising, 1996-1998	
	<b>8</b>	Atwood Sphere- Project Proposal, 1996	
	<b>9</b>	Atwood Sphere- Move (Betacam Cassettes), 1997	
	<b>10</b>	Atwood Sphere- Interpretation, 1997-1998	
	<b>11</b>	Atwood Sphere- Meetings Minutes, 1997-1998	
	<b>2</b>	<b>12</b>	Atwood Sphere- Platform, 1997-1998
		<b>13</b>	Atwood Sphere- Budget, 1998
		<b>14</b>	Atwood Sphere- Chicago Academy of Sciences (Reprints), 1998
		<b>15</b>	Atwood Sphere- Image Research, 1998
		<b>16</b>	Atwood Sphere- Location and Interactives, 1998
		<b>17</b>	Atwood Sphere- Move and Restoration, 1998
		<b>18</b>	Atwood Sphere- Opening Invitation List, 1998
		<b>19</b>	Atwood Sphere, 2000
	<b>20</b>	Atwood Sphere-Advisory Committee, n.d.	
	<b>21</b>	Exhibits List, 1930	
	<b>Document</b>	<b>22</b>	Proposed Exhibit- Schematic, 1938

Adler Planetarium Institutional Records Finding Aid

<b>Drawer 1</b>	<b>23</b>	International Geophysical Year- Schematic, 1957-1958
<b>2</b>	<b>24</b>	North Hall Exhibits, 1961, 1990
	<b>25</b>	Is it a Meteorite?, 1962
	<b>26</b>	The Many Worlds of Chelsea Bonestell, 1968-1971
	<b>27</b>	The Unexpected Universe, 1973
	<b>28</b>	Space Age Exhibition Hall, 1974
	<b>29</b>	The Solar System and Bicentennial Planet Update exhibition opening, 1976
	<b>30</b>	Exhibit Plans for 1980, 1978
	<b>31</b>	Revamping the Bicentennial Exhibit to “Solar System Exploration and Discoveries Hall,” 1978
	<b>32</b>	Navigation Exhibits, 1978-1992
	<b>33</b>	Apollo 15 Moon Rock, 1979
	<b>34</b>	Man the Navigator, 1980
<b>Document</b>	<b>35</b>	Man the Navigator- Schematics, 1980
<b>Drawer 1</b>		
<b>2</b>	<b>36</b>	200 <sup>th</sup> Anniversary of the Discovery of Uranus, 1981
	<b>37</b>	Space Races- Gilruth Collection, 1982-2001
	<b>38</b>	Star Gods of the Ancient Americas, (Part 1), 1982-1983
	<b>39</b>	Star Gods of the Ancient Americas, (Part 2), 1982-1983
<b>3</b>	<b>40</b>	The New Universe, 1983
	<b>41</b>	History of Astronomy Proposed Exhibits, 1984
<b>Document</b>	<b>42</b>	Preliminary Concept Sketches, 1984
<b>Drawer 1</b>		
<b>3</b>	<b>43</b>	Race to the Moon, 1984
<b>Document</b>	<b>44</b>	Preliminary Floor Plan- Schematic, 1986
<b>Drawer 1</b>		
<b>3</b>	<b>45</b>	A Revolution in Measurement Review by Jane Pridemore, 1989
<b>Document</b>	<b>46</b>	Exhibit Planning and Design- Ralph Applebaum Associates Inc, 1991
<b>Drawer 1</b>		
<b>3</b>	<b>47</b>	Two Worlds of Science, 1993
	<b>48</b>	Formative Evaluation for Exhibition Design, 1993
	<b>49</b>	Our Place in the Universe, 1993
<b>Oversize</b>	<b>50</b>	New Gallery Plans, 1995,1997
<b>Box A</b>		
<b>3</b>	<b>51</b>	The Universe in Your Hands, 1995
	<b>52</b>	The Universe in Your Hands Press Kit, 1995
	<b>53</b>	The Universe in Your Hands Review by Phyllis Robineau, 1995
	<b>54</b>	Exhibit Master Plan Draft 4, 1996
	<b>55</b>	Imagine the Universe- A Space Art Exhibition, 1996
	<b>56</b>	Awestruck by the Majesty of the Heavens, 1997
	<b>57</b>	Bringing the Heavens to Earth, 1999-2002
	<b>58</b>	Hubble Space Telescope, 2000
	<b>59</b>	The Remarkable Work of Copernicus, Hevelius, and Other

## Adler Planetarium Institutional Records Finding Aid

		Historic Polish Astronomers, 2000-2001
<b>Document</b>	<b>60</b>	Episodes from the Story of Time, 2001
	<b>61</b>	Dawn of the Space Age, 2001
	<b>62</b>	Tracing Constellations Through History, 2001-2002
	<b>63</b>	Lost Spacecraft, 2005
	<b>64</b>	Lovell Exhibition- Statue Photo Diary, 2005
	<b>65</b>	Lovell Exhibition- Shoot for the Moon, 2005-2006
<b>Drawer 1</b>	<b>66</b>	Celestial mapping- Story Board, n.d.
<b>3</b>	<b>67</b>	Comet Floor Demo, n.d.
	<b>68</b>	Exhibit Labels, n.d.
	<b>69</b>	Schematics and Notes- Unidentified Exhibit, n.d.

### **Series XII    Public Programs & Members' Events, 1930-2007**

The Planetarium generates many events for its members and the general public. These events include educational programs, overnights in the museum, lectures, trips, observing parties and more. The planetarium facilities may also be reserved for private parties. This series contains records of these activities arranged in chronological order.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>	
<b>1</b>	<b>1</b>	Visitors Guides and Brochures, 1930-1964	
	<b>2</b>	Planetarium Brochures (Part 1), 1940s-2006	
	<b>3</b>	Planetarium Brochures (Part 2), 1940s-2006	
	<b>4</b>	Astronomy Courses, (Part 1), 1960-2005	
	<b>5</b>	Astronomy Courses (Part 2), 1960-2005	
	<b>2</b>	<b>6</b>	Astronomy Courses (Part 3), 1960-2005
		<b>7</b>	Museum Course Catalogs, 1961-1966
		<b>8</b>	School Group Programs (Part 1), 1964-2001, n.d.
		<b>9</b>	School Group Programs (Part 2), 1964-2001, n.d.
		<b>10</b>	Course Schedule and Attendance, 1968-1992
	<b>Oversize Box A</b>	<b>11</b>	Elementary School Program Report, 1969
<b>12</b>		School Program Posters, 1969-1972	
<b>2</b>		<b>13</b>	Members Christmas Events, 1969-1979
		<b>14</b>	High School Program Notes, 1973
		<b>15</b>	Concert Under the Stars, 1973
		<b>16</b>	Program Announcements, 1974-1979
		<b>17</b>	Membership Brochures, 1975-2005
		<b>18</b>	Modern Celestial Navigation Course Outline, 1978
<b>3</b>		<b>19</b>	Catering Services, 1979
		<b>20</b>	Private Events, 1979-2007
	<b>21</b>	Members Events and Public Lectures, 1981-2006	
	<b>22</b>	Interactive Video Classes, 1983	
	<b>23</b>	Sky Photo Contest, 1984	
	<b>24</b>	American Society of Mechanical Engineers, 1984	

Adler Planetarium Institutional Records Finding Aid

<b>Oversize</b>	<b>25</b>	Chicago's Guide to Halley's Comet, 1985
<b>Box A</b>		
<b>3</b>	<b>26</b>	Membership Correspondence, 1986
	<b>27</b>	Travel Tours, 1986-2007
<b>Oversize</b>	<b>28</b>	Travel Tours (Banner from Eclipse 2006), 1986-2007
<b>Box D</b>		
<b>3</b>	<b>29</b>	New Telescope Tour of Doane Observatory, 1987
<b>Oversize</b>	<b>30</b>	Classes for Adults, 1989-1990
<b>Box A</b>		
<b>3</b>	<b>31</b>	Children's Courses, 1991-1993
	<b>32</b>	Mystery Objects Contest, 1992
	<b>33</b>	Programs, Exhibits and Events Schedule, 1992-1995
	<b>34</b>	Astronomy Programs for Members, Students, Educators, 1992-2000
	<b>35</b>	African Skies Outreach Program, 1993
	<b>36</b>	Courses and Resources for Teachers, 1993-1998, n.d.
	<b>37</b>	1930's Historical Tour, 1995
	<b>38</b>	Connecting to the Universe, 1995
	<b>39</b>	Lesson Plans and Activities Guides, 1995, n.d.
	<b>40</b>	Membership Campaigns, 1995-1996
<b>Oversize</b>	<b>41</b>	Adler's Guide to Comet Hyakutake, 1996
<b>Box A</b>		
<b>4</b>	<b>42</b>	Big Bang Cosmology Course Notes and The Large Structure of the Universe Course Notes, 1997
	<b>43</b>	Unveiling the Center of the Milky Way Galaxy Course Notes, 1998
	<b>44</b>	Family Programs, 1998-1999, n.d.
	<b>45</b>	The Mars Millennium Project, 1999
<b>Oversize</b>	<b>46</b>	The Mars Millennium Project, 1999
<b>Box A</b>		
<b>4</b>	<b>47</b>	New Wing Opening Events, 1999
<b>Oversize</b>	<b>48</b>	Pritzker Symposium and Lecture Series, 1999
<b>Box A</b>		
<b>4</b>	<b>49</b>	Public Lecture Series- Our Expanding Universe, 1999
	<b>50</b>	Visitor Feedback, 1999
	<b>51</b>	Rachel Carson Elementary School Professional Development Day, 1999
	<b>52</b>	Observing Events, 2000
	<b>53</b>	Planets Cluster with the Crescent Moon, 2000
	<b>54</b>	Salsa meets Swing, 2000
	<b>55</b>	Corky Seigels Chamber Blues, 2001
	<b>56</b>	Lecture- Orbiting Pulsars and Relativistic Gravity by Joseph Taylor, 2001
	<b>57</b>	Schedule Promotion, 2001
	<b>58</b>	Luna Cabana, 2001
	<b>59</b>	African Skies Poetry Slam, 2001, 2002

## Adler Planetarium Institutional Records Finding Aid

	<b>60</b>	Public Lecture Series- Heliocentricity: Discovering the Sun, 2001-2002
	<b>61</b>	Rees Lecture, 2002
	<b>62</b>	Chicagoween, 2003
<b>Oversize</b>	<b>63</b>	Teaching from Space Program- NASA, 2003
<b>Box A</b>		
<b>4</b>	<b>64</b>	United Airlines Sponsorship, 2003-2004
	<b>65</b>	Marsapalooza (CDs), 2004
<b>Document</b>	<b>66</b>	Marsapalooza Poster- Autographed, 2004
<b>Drawer 1</b>		
<b>4</b>	<b>67</b>	Adler Women's Board, 2005-2006
	<b>68</b>	Corporate Members Program, 2006
	<b>69</b>	The Zula Patrol, 2007
	<b>70</b>	Alan B. Shepard Society, n.d.
	<b>71</b>	Mathematics/Science Motivation Project- Awards Evening, n.d..
	<b>72</b>	A Sailor's Delight, n.d.
	<b>73</b>	Special Evenings Events, n.d..
<b>Oversize</b>	<b>74</b>	Clyde Tombaugh- Discoverer of Pluto- Guest Lecturer, n.d.
<b>Box A</b>		
<b>4</b>	<b>75</b>	VIP pass, n.d.

### **Series XIII Special Events, 1930-2007**

The Adler Planetarium has feted its many anniversaries and renovations by holding special events including galas, banquets and reopening celebrations. This series includes notes, speeches, invitations, announcements and schedules related to these special events, arranged in chronological order.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>
<b>1</b>	<b>1</b>	Opening Dedication- Correspondence, 1930
	<b>2</b>	Opening Dedication- Invitations/Tickets/Programs, 1930
	<b>3</b>	Opening Dedication- Speech by Dr. Horace J. Bridges, 1931
	<b>4</b>	Inauguration and Demonstration of Zeiss Planetarium, 1930
	<b>5</b>	25 <sup>th</sup> Anniversary, 1955
	<b>6</b>	30 <sup>th</sup> Anniversary, 1960
	<b>7</b>	Adler Planetarium Reopening Ceremonies, 1970
	<b>8</b>	Astro-Science Center- Dedication, 1973
	<b>9</b>	Astro-science Center- Opening Symposium, 1973
	<b>10</b>	Astro-science Center- The Unexpected Universe Symposium, 1973
	<b>11</b>	Symposium and Unveiling Ceremony of the Plaque with Names of the Principle Donors for the Erection of the Nicolaus Copernicus Monument, 1974
	<b>12</b>	Opening Ceremonies, the Doane Observatory, 1977
<b>13</b>	50 <sup>th</sup> Anniversary, 1979-1980	

## Adler Planetarium Institutional Records Finding Aid

2	14	50 <sup>th</sup> Anniversary, An Evening with Isaac Stern, 1980
	15	Awards Presentation Dinners, 1981-1982
	16	President Bush Visit, 1989
	17	HAD/DDA Program, 1992
	18	A Little Night Music Under the Stars, 1993
	19	Annular Eclipse, 1994
	20	Celestial Ball, 1994
	21	Founders Day Script, 1994
	22	65 <sup>th</sup> Anniversary, 1995
	23	65 <sup>th</sup> Anniversary-Proclamation by Mayor Richard M. Daley, 1995
	24	Celestial Ball, 1995
	25	Celestial Ball, 1996
	26	109 <sup>th</sup> Meetings of the Astronomical Society of the Pacific, 1997
	27	Groundbreaking/Renovations/Reopening, 1997-1999
	28	Celestial Ball, 1998
	29	Museum Campus Gala, 1998
	30	American Astronomical Society Centennial Meeting, 1999
	31	Celestial Ball, 1999
	32	Celestial Ball, 2002
	33	Celestial Ball, 2003
	34	Celestial Ball, 2004
	35	75 <sup>th</sup> Anniversary Celebration- Planning Team notes, 2004
	36	75 <sup>th</sup> Anniversary Celebration, 2004-2005
<b>Oversize</b>	37	75 <sup>th</sup> Anniversary Celebration- Jim Lovell's Birthday, n.d.
<b>Box A</b>		
2	38	5 <sup>th</sup> International Conference on the Inspiration of Astronomical Phenomena, 2005
	39	Celestial Ball, 2006
	40	Gemini 12: 40 <sup>th</sup> Anniversary, 2006
	41	Celestial Ball, 2007
	42	Sputnik 50th Anniversary, 2007

### **Series XIV Century of Progress, 1929-1992**

The Century of Progress International Exposition was the name of the World's Fair held in Chicago in 1933-1934 to celebrate the city's centennial. The Adler was an integral part of the Century of Progress celebration. This series contains correspondence and publications related to the Adler and its role within the Century of Progress. See also the Publication & Press series (XV) for more press coverage of this event and the 3D Items & Ephemera series (XVII) for commemorative souvenirs. These records are arranged in chronological order.

<u>Box</u>	<u>Folder</u>	<u>Content</u>
1	1	National Research Council Science Advisory Committee, 1929
	2	Report on the Committee of Astronomy, 1929
	3	Newspaper Clippings, 1929-1935
	4	Dedication of Fort Dearborn, 1931

## Adler Planetarium Institutional Records Finding Aid

	<b>5</b>	Chicago Film Laboratory, 1932
	<b>6</b>	News Release, 1932
	<b>7</b>	Program for Architectural Building Ground Breaking, 1932
	<b>8</b>	American Institute of Park Executives- 34 <sup>th</sup> Annual Convention, 1933
	<b>9</b>	Encyclopedia Britannica Article (reprint), 1933
	<b>10</b>	Official World's Fair Weekly- Opening Week, 1933
	<b>11</b>	Opening Ceremonies, 1933
	<b>12</b>	Pertinent Facts Brochure, 1933
	<b>13</b>	Postcard with Related Correspondence, 1933, 2006
	<b>14</b>	Program Announcements, 1933
<b>Oversize</b>	<b>15</b>	Study for General Plan-Map, 1933
<b>Box A</b>		
<b>1</b>	<b>16</b>	Terrazzo Esplanade, 1933, 1981
<b>Oversize</b>	<b>17</b>	Key to Official Badges, 1933-1934
<b>Box A</b>		
<b>1</b>	<b>18</b>	Official Notices and Permits, 1933-1934
	<b>19</b>	Philip Fox Honors, 1933-1934
	<b>20</b>	Arcturus Pamphlet, 1934
	<b>21</b>	Exhibitors and Concessionaires, 1934
	<b>22</b>	Radio Broadcast Manuscript- Philip Fox, 1934
	<b>23</b>	Student Tour Section, 1934
	<b>24</b>	Demolition of Sky Ride Tower, 1935
	<b>25</b>	Survey and Prospectus of Chicago Fair by Mayor Kelly's World Fair Committee, 1935
	<b>26</b>	Image File Journal, 1992
	<b>27</b>	Daily Loud Speaker Announcement, n.d.
	<b>28</b>	Parking Schematic, n.d.
	<b>29</b>	Special Events, n.d

### **Series XV Publications & Press, 1932-2008**

This series incorporates newspaper clippings and press releases about the planetarium as well as publications generated by the planetarium for the public. Guidebooks, newsletters and brochures are included in this series. The guidebooks in this series were published sporadically by the museum from 1932 to 1999 and were designed to lead visitors through their visit to the museum. They include historical information, floor plans, and collection highlights and more general astronomy and scientific information, as well as descriptions of the skyline as seen from the planetarium. Any published materials specific to particular exhibits and planetarium shows are filed in Series X (Planetarium Shows) or Series XI (Exhibits), as appropriate. The sub-series 'Guidebooks' in chronological order is first, followed by the sub-series 'Newspaper Clippings' in chronological order (some originals and some photocopies), followed by 'Press Releases' also in chronological order, followed by the remaining files in chronological order. The remaining files include articles from a vast variety of publications featuring the Adler.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>
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Adler Planetarium Institutional Records Finding Aid

<b>1</b>	<b>1</b>	Guidebook, 1932
	<b>2</b>	Guidebook- June, 1933
	<b>3</b>	Guidebook- September, 1933
	<b>4</b>	Guidebook- July, 1935
	<b>5</b>	Guidebook- September, 1937
<b>2</b>	<b>6</b>	Guidebook, 1942
	<b>7</b>	Guidebook, 1945
	<b>8</b>	Guidebook, 1970
	<b>9</b>	Guidebook, 1973
	<b>10</b>	Guidebook, 1980
	<b>11</b>	Guidebook Revisions, 1998-1999
	<b>12</b>	Guidebook, 1999
	<b>13</b>	Guidebook-Library List, n.d.
<b>3</b>	<b>14</b>	Newspaper Clippings, 1926-1928
	<b>15</b>	Newspaper Clippings, 1929
<b>Oversize Box E</b>	<b>16</b>	Newspaper Clippings, 1929-1930
<b>3</b>	<b>17</b>	Newspaper Clippings, 1930
	<b>18</b>	Newspaper Clippings, 1931
<b>Oversize Box E</b>	<b>19</b>	Newspaper Clippings, 1931
<b>3</b>	<b>20</b>	Newspaper Clippings, 1932
	<b>21</b>	Newspaper Clippings, 1935
	<b>22</b>	Newspaper Clippings, 1936
	<b>23</b>	Newspaper Clippings, 1938
	<b>24</b>	Newspaper Clippings, 1941
	<b>25</b>	Newspaper Clippings, 1943-1944
	<b>26</b>	Newspaper Clippings, 1945
	<b>27</b>	Newspaper Clippings, 1946-1947
<b>Oversize Box E</b>	<b>28</b>	Newspaper Clippings, 1948-1949
<b>3</b>	<b>29</b>	Newspaper Clippings, 1949
	<b>30</b>	Newspaper Clippings, 1950-1959
<b>Oversize Box E</b>	<b>31</b>	Newspaper Clippings, 1957-1959
<b>3</b>	<b>32</b>	Newspaper Clippings, 1960
<b>Oversize Box E</b>	<b>33</b>	Newspaper Clippings, 1960
<b>3</b>	<b>34</b>	Newspaper Clippings, 1961
<b>Oversize Box E</b>	<b>35</b>	Newspaper Clippings, 1961
<b>3</b>	<b>36</b>	Newspaper Clippings, 1962-1963
<b>Oversize Box E</b>	<b>37</b>	Newspaper Clippings, 1963
<b>3</b>	<b>38</b>	Newspaper Clippings, 1964-1965
	<b>39</b>	Newspaper Clippings, 1966

Adler Planetarium Institutional Records Finding Aid

	<b>40</b>	Newspaper Clippings, 1967
	<b>41</b>	Newspaper Clippings, 1968-1969
	<b>42</b>	Newspaper Clippings, 1970
<b>Oversize</b>	<b>43</b>	Newspaper Clippings, 1970
<b>Box E</b>		
<b>3</b>	<b>44</b>	Newspaper Clippings, 1971
	<b>45</b>	Newspaper Clippings, 1973
<b>Oversize</b>	<b>46</b>	Newspaper Clippings, 1973
<b>Box E</b>		
<b>3</b>	<b>47</b>	Newspaper Clippings, 1976
	<b>48</b>	Newspaper Clippings, 1979
<b>Oversize</b>	<b>49</b>	Newspaper Clippings, 1980
<b>Box E</b>	<b>50</b>	Newspaper Clippings, 1982-1983
<b>3</b>	<b>51</b>	Newspaper Clippings, 1982-1983
	<b>52</b>	Newspaper Clippings, 1984
	<b>53</b>	Newspaper Clippings, 1985
<b>Oversize</b>	<b>54</b>	Newspaper Clippings, 1985
<b>Box E</b>	<b>55</b>	Newspaper Clippings, 1986
<b>3</b>	<b>56</b>	Newspaper Clippings, 1987
	<b>57</b>	Newspaper Clippings, 1988
<b>Oversize</b>	<b>58</b>	Newspaper Clippings, 1988
<b>Box E</b>		
<b>3</b>	<b>59</b>	Newspaper Clippings, 1989
	<b>60</b>	Newspaper Clippings, 1990
<b>Oversize</b>	<b>61</b>	Newspaper Clippings, 1990
<b>Box E</b>		
<b>3</b>	<b>62</b>	Newspaper Clippings, 1991
<b>Oversize</b>	<b>63</b>	Newspaper Clippings, 1991
<b>Box E</b>		
<b>3</b>	<b>64</b>	Newspaper Clippings- January, 1992
	<b>65</b>	Newspaper Clippings- February, 1992
	<b>66</b>	Newspaper Clippings- March, 1992
	<b>67</b>	Newspaper Clippings- April, 1992
	<b>68</b>	Newspaper Clippings- May, 1992
	<b>69</b>	Newspaper Clippings- June, 1992
	<b>70</b>	Newspaper Clippings- July, 1992
	<b>71</b>	Newspaper Clippings- August, 1992
	<b>72</b>	Newspaper Clippings- September, 1992
<b>4</b>	<b>73</b>	Newspaper Clippings- October, 1992
	<b>74</b>	Newspaper Clippings- November, 1992
	<b>75</b>	Newspaper Clippings- December, 1992
<b>Oversize</b>	<b>76</b>	Newspaper Clippings, 1992
<b>Box E</b>		
<b>4</b>	<b>77</b>	Newspaper Clippings, 1993
	<b>78</b>	Newspaper Clippings- January, 1994
	<b>79</b>	Newspaper Clippings- February 1994

Adler Planetarium Institutional Records Finding Aid

	<b>80</b>	Newspaper Clippings- March, 1994
	<b>81</b>	Newspaper Clippings- April, 1994
	<b>82</b>	Newspaper Clippings- May, 1994
	<b>83</b>	Newspaper Clippings- June, 1994
	<b>84</b>	Newspaper Clippings- July, 1994
	<b>85</b>	Newspaper Clippings- August, 1994
	<b>86</b>	Newspaper Clippings- September, 1994
	<b>87</b>	Newspaper Clippings- October, 1994
	<b>88</b>	Newspaper Clippings- November, 1994
	<b>89</b>	Newspaper Clippings- December, 1994
<b>Oversize</b>	<b>90</b>	Newspaper Clippings, 1994-1995
<b>Box E</b>		
<b>4</b>	<b>91</b>	Newspaper Clippings, 1995
	<b>92</b>	Newspaper Clippings- January, 1996
	<b>93</b>	Newspaper Clippings- February, 1996
	<b>94</b>	Newspaper Clippings- March, 1996
	<b>95</b>	Newspaper Clippings- April, 1996
<b>5</b>	<b>96</b>	Newspaper Clippings- May, 1996
	<b>97</b>	Newspaper Clippings- June, 1996
	<b>98</b>	Newspaper Clippings- July, 1996
	<b>99</b>	Newspaper Clippings- August, 1996
	<b>100</b>	Newspaper Clippings- September, 1996
	<b>101</b>	Newspaper Clippings- October, 1996
	<b>102</b>	Newspaper Clippings- November, 1996
	<b>103</b>	Newspaper Clippings- December, 1996
	<b>104</b>	Newspaper Clippings- January, 1997
	<b>105</b>	Newspaper Clippings- February, 1997
<b>6</b>	<b>106</b>	Newspaper Clippings- March, 1997
	<b>107</b>	Newspaper Clippings- April, 1997
	<b>108</b>	Newspaper Clippings- May, 1997
	<b>109</b>	Newspaper Clippings- June, 1997
	<b>110</b>	Newspaper Clippings- July, 1997
	<b>111</b>	Newspaper Clippings- August, 1997
	<b>112</b>	Newspaper Clippings- September, 1997
	<b>113</b>	Newspaper Clippings- October, 1997
	<b>114</b>	Newspaper Clippings- November, 1997
	<b>115</b>	Newspaper Clippings- December, 1997
<b>Oversize</b>	<b>116</b>	Newspaper Clippings, 1997-1999
<b>Box E</b>		
<b>6</b>	<b>117</b>	Newspaper Clippings, 1998
	<b>118</b>	Newspaper Clippings, 1999
	<b>119</b>	Newspaper Clippings, 2000
	<b>120</b>	Newspaper Clippings from Media Coverage Report- January, 2000
	<b>121</b>	Newspaper Clippings from Media Coverage Report- February, 2000

Adler Planetarium Institutional Records Finding Aid

	<b>122</b>	Newspaper Clippings from Media Coverage Report- March, 2000
	<b>123</b>	Newspaper Clippings from Media Coverage Report- April, 2000
<b>7</b>	<b>124</b>	Newspaper Clippings from Media Coverage Report- May, 2000
	<b>125</b>	Newspaper Clippings from Media Coverage Report- June, 2000
	<b>126</b>	Newspaper Clippings- October, 2000
	<b>127</b>	Newspaper Clippings- November, 2000
	<b>128</b>	Newspaper Clippings- December, 2000
<b>Oversize Box E</b>	<b>129</b>	Newspaper Clippings, 2000-2001
<b>7</b>	<b>130</b>	Newspaper Clippings, 2001
	<b>131</b>	Newspaper Clippings, 2002
	<b>132</b>	Newspaper Clippings, 2003
<b>Oversize Box E</b>	<b>133</b>	Newspaper Clippings, 2003-2004
<b>7</b>	<b>134</b>	Newspaper Clippings, 2004
	<b>135</b>	Newspaper Clippings, 2005
<b>Oversize Box E</b>	<b>136</b>	Newspaper Clippings, 2005
<b>7</b>	<b>137</b>	Newspaper Clippings, 2006
<b>Oversize Box E</b>	<b>138</b>	Newspaper Clippings, 2006
<b>7</b>	<b>139</b>	Newspaper Clippings, n.d.
<b>Oversize Box E</b>	<b>140</b>	Newspaper Clippings, n.d.
<b>7</b>	<b>141</b>	Press Releases, 1958-1959
	<b>142</b>	Press Release, 1961-1963
	<b>143</b>	Press Release, 1972-1973
	<b>144</b>	Press Release, 1983-1987
	<b>145</b>	Press Releases, 1991
	<b>146</b>	Press Releases, 1993
	<b>147</b>	Press Releases, 1994
	<b>148</b>	Press Releases, 1995
	<b>149</b>	Press Releases, 1996
<b>8</b>	<b>150</b>	Press Releases (Part 1), 1997
	<b>151</b>	Press Releases (Part 2), 1997
	<b>152</b>	Press Releases, 1998
	<b>153</b>	Press Releases, 1999
	<b>154</b>	Press Releases, 2000
	<b>155</b>	Press Releases, 2001
	<b>156</b>	Press Releases, 2002
	<b>157</b>	Press Releases, 2003
	<b>158</b>	Press Releases, 2004

Adler Planetarium Institutional Records Finding Aid

	<b>159</b>	Press Releases, 2007
	<b>160</b>	American Machinist, 1929
	<b>161</b>	The Armour Engineer, 1929
	<b>162</b>	Chicago Commerce- The Business Magazine of the Great Central Market, 1929
	<b>163</b>	Amateur Astronomer, 1931
	<b>164</b>	The Architectural Forum, 1931
	<b>165</b>	Outdoor America Sportsmen's Show, 1931
	<b>166</b>	The Reform Advocate, 1931
	<b>167</b>	Zeiss-Werkzeitung, 1933
	<b>168</b>	Men and Women's Mathematics Clubs of Chicago- Booth Brochures, 1937-1939
	<b>169</b>	Time Magazine, 1939
<b>9</b>	<b>170</b>	American Artisan, 1941
	<b>171</b>	True Magazine, Cover Story, 1959
<b>Oversize</b>	<b>172</b>	Adler Expenditures-Legal Notice in Newspaper, 1960
<b>Box E</b>		
<b>9</b>	<b>173</b>	Parkways- Newsletter for the Chicago Park District Employees, 1961
	<b>174</b>	This Week in Chicago, 1961
	<b>175</b>	Home and Highway, 1962
	<b>176</b>	Illinois Parks Journal, 1962
	<b>177</b>	Our Community- Pullman Bank and Trust Company, 1962
	<b>178</b>	Sky and Telescope- May, 1962, n.d.
	<b>179</b>	Space Frontiers, 1963
	<b>180</b>	This Week in Chicago, 1963
	<b>181</b>	Local 46 Union News, 1964
	<b>182</b>	F-F Saver Magazine, 1965
	<b>183</b>	Space Frontiers Magazine, 1967
	<b>184</b>	Chicago Museums and Museum Campus, 1968-2008, n.d.
	<b>185</b>	Engineering, 1969
	<b>186</b>	Museum News, 1969
	<b>187</b>	Sky & Telescope, 1969
	<b>188</b>	Members Newsletters (Part 1), 1969-1990
	<b>189</b>	Members Newsletters (Part 2), 1969-1990
	<b>190</b>	Members Newsletters (Part 3), 1969-1990
<b>10</b>	<b>191</b>	Members Newsletters (Part 4), 1969-1990
	<b>192</b>	Members Newsletters (Part 5), 1969-1990
	<b>193</b>	Newsweek, 1970
	<b>194</b>	Promenade Magazine, 1970
	<b>195</b>	U.S. News and World Report, 1970
	<b>196</b>	Zeiss Press Release, c1970
	<b>197</b>	Report to Members, 1970-1974
	<b>198</b>	Brochure Mockups, 1972-1992
	<b>199</b>	The Planetarian, 1973
	<b>200</b>	Lakeshore Telephone Directory Cover, 1977

Adler Planetarium Institutional Records Finding Aid

	<b>201</b>	The Chicago Guide, 1973
	<b>202</b>	Architectural Digest, 1973
	<b>203</b>	Adler Illustration by Bill and Julie Anderson, 1979
	<b>204</b>	University of Chicago-Arc Telescope, 1985
	<b>205</b>	Chicago Museums- Promotional Magazines, 1985-1995
	<b>206</b>	Philip Fox and Adler Planetarium by David Menke, 1987
	<b>207</b>	Sky & Telescope, 1989
	<b>208</b>	South Side Planning Board- Newsletter, 1989
	<b>209</b>	USSR Academy of Sciences Journal, 1989
	<b>210</b>	The Adler Star, 1990-2004
	<b>211</b>	Metropolitan Pier and Exposition Authority, 1991
	<b>212</b>	Chicago Magazine, 1992, 1999
	<b>213</b>	Chicago Tribune, 1992
	<b>214</b>	Celestial Calendars, 1992
	<b>215</b>	Science News, 1992
	<b>216</b>	Secrets of the Stars, 1994
<b>11</b>	<b>217</b>	Membership Publications and Mailings (Part 1), 1994-1996
	<b>218</b>	Membership Publications and Mailings (Part 2), 1994-1996
	<b>219</b>	Membership Publications and Mailings (Part 3), 1994-1996
	<b>220</b>	Membership Publications and Mailings (Part 4), 1994-1996
	<b>221</b>	The Museum Journal, 1995
	<b>222</b>	Press Packets, 1995-2003
<b>12</b>	<b>223</b>	Outer Space Never Sounded Like This by Roy Koelin, 1996
	<b>224</b>	Source Guide, 1997
	<b>225</b>	Astronomy Magazine, 1997, 2001
	<b>226</b>	The Chief Engineer- June, 1998
	<b>227</b>	Chicago Official Visitors Guide, 1998
	<b>228</b>	Chicago Tribune, 1998
	<b>229</b>	New York Times, 1998
	<b>230</b>	Non-traditional Media, 1998
	<b>231</b>	Media Coverage Report, December-March, 1998-1999
	<b>232</b>	Project Millennium, 1998-1999
<b>Oversize Box E</b>	<b>233</b>	The Adler Star, 1998-2008
<b>12</b>	<b>234</b>	Buhl Planetarium Webpage Dedication to the Adler Planetarium, 1999
	<b>235</b>	Media Coverage Report April-June, 1999
	<b>236</b>	Media Coverage Report, July-September, 1999
	<b>237</b>	Media Coverage Report, October-December, 1999
<b>13</b>	<b>238</b>	Michigan Living, 1999
	<b>239</b>	Museum Campus Project- Every Explorer Knows, 1999
	<b>240</b>	Museum Campus Chicago Information Manual, 1999
	<b>241</b>	October Sky, 1999
	<b>242</b>	Popular Mechanics- May, 1999
	<b>243</b>	Radio Disney, 1999
	<b>244</b>	Theaters of Time and Space: The American Planetarium

Adler Planetarium Institutional Records Finding Aid

		Community 1930-1970 by Jordan D. Marche, 1999
	<b>245</b>	TV/Media Radio Reports, 1999-2000
<b>Oversize</b>	<b>246</b>	The Chronicle Review, 2000
<b>Box E</b>		
<b>13</b>	<b>247</b>	Logos Magazine, 2000
	<b>248</b>	Media Coverage Report, December-June (Part 1), 2000
	<b>249</b>	Media Coverage Report, December-June (Part 2), 2000
	<b>250</b>	Media Coverage Report, December 2000
	<b>251</b>	Media Monitoring Report, 2000
	<b>252</b>	Museums Get \$9 Million Boost (Article Reprint), 2000
	<b>253</b>	Museum Week, 2000
	<b>254</b>	The New Yorker- April, 2000
	<b>255</b>	New York Times- Inside the Arts Club, 2000
	<b>256</b>	New York Times Web article, 2000
	<b>257</b>	The Trumpet Newsletter, 2000
	<b>258</b>	Where Chicago, 2000
	<b>259</b>	DK Eyewitness Travel Guides- Chicago 2001
	<b>260</b>	Escapades from the Story of Time Press Kit, 2001
	<b>261</b>	Natural History, 2001
<b>14</b>	<b>262</b>	North Shore Magazine, 2001
	<b>263</b>	Promotional Packet, 2001
	<b>264</b>	Romantic Traveling, 2001
	<b>265</b>	Advertisement Proofs, 2001-2002
	<b>266</b>	Advertising Agreements, 2001-2003
	<b>267</b>	Passport to Chicago, 2001-2003
	<b>268</b>	Play On Chicago, 2003
	<b>269</b>	Outlook, 2003-2004
	<b>270</b>	Company, the World of Jesuits and Their Friends, 2004
	<b>271</b>	The Manuscript Society News, 2004
	<b>272</b>	University of Chicago Magazine, 2004
	<b>273</b>	75 <sup>th</sup> Anniversary Press Kit, 2005
	<b>274</b>	American Way, 2005
	<b>275</b>	Crain's Chicago Business, 2005
	<b>276</b>	Media Highlights- July-December, 2005
	<b>277</b>	This Week in Chicago, 2005
	<b>278</b>	Time Out Chicago, 2005
	<b>279</b>	Commemorative Calendars, 2005-2008
	<b>280</b>	Adler e-News, 2006
	<b>281</b>	Chicago Tribune- online edition, 2006
	<b>282</b>	Silk Road Chicago Express Passport, 2006
	<b>283</b>	This Week in Chicago, 2006
	<b>284</b>	Time Out Chicago, 2006
	<b>285</b>	Univision, 2006
	<b>286</b>	Media Coverage- Mapping the Universe Exhibit, 2007
	<b>287</b>	RR Donnelley Archive Exhibit, 2007
	<b>288</b>	Shoot for the Moon- Final Media Report (Part 1), 2007

## Adler Planetarium Institutional Records Finding Aid

<b>15</b>	<b>289</b>	Shoot for the Moon- Final Media Report (Part 2), 2007
	<b>290</b>	The Weather Channel, 2007
	<b>291</b>	Advertisement Photocopy, n.d.
	<b>292</b>	Booklets on Astronomical Topics, Prepared by Adler Staff (Part 1), n.d.
	<b>293</b>	Booklets on Astronomical Topics, Prepared by Adler Staff (Part 2), n.d.
	<b>294</b>	Booklets on Astronomical Topics, Prepared by Adler Staff (Part 3), n.d.
	<b>295</b>	Booklets on Astronomical Topics, Prepared by Adler Staff (Part 4), n.d.
	<b>296</b>	Chicago Leaders- Grunsfeld, n.d.
	<b>297</b>	Let's Look at the Stars, n.d.
	<b>298</b>	Museum Maps, n.d.

### **Series XVI Annual Reports, 1976-2006**

This series consists of the full run of Annual Reports published for museum donors annually from 1976 to 1999 and in 2005 and 2006. The reports provide financial summaries and detail revenue and expenditures. They also include lists of trustees, benefactors, and staff. The front covers of the reports from 1976 to 1999 highlight artifacts contained within the Adler's collection. This series is arranged chronologically.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>
<b>1</b>	<b>1</b>	Annual Report, 1976
	<b>2</b>	Annual Report, 1977
	<b>3</b>	Annual Report, 1978
	<b>4</b>	Annual Report, 1979
	<b>5</b>	Annual Report, 1980
	<b>6</b>	Annual Report, 1981
	<b>7</b>	Annual Report, 1982
	<b>8</b>	Annual Report, 1983
	<b>9</b>	Annual Report, 1984
	<b>10</b>	Annual Report. 1985
	<b>11</b>	Annual Report, 1986
	<b>12</b>	Annual Report, 1987
	<b>13</b>	Annual Report, 1988
	<b>14</b>	Annual Report, 1989
<b>2</b>	<b>15</b>	Annual Report, 1990
	<b>16</b>	Annual Report, 1991
	<b>17</b>	Annual Report, 1992
	<b>18</b>	Annual Report, 1993
	<b>19</b>	Annual Report, 1994
	<b>20</b>	Annual Report, 1995
	<b>21</b>	Annual Report, 1996
	<b>22</b>	Annual Report, 1997

## Adler Planetarium Institutional Records Finding Aid

<b>23</b>	Annual Report, 1998
<b>24</b>	Annual Report, 1999
<b>25</b>	Annual Report, 2005
<b>26</b>	Annual Report, 2006

### **Series XVII 3D Items & Ephemera, 1930-2006**

A variety of 3-dimensional items are included in this collection as well as souvenir ephemera i.e. postcards. This particular series is defined by the format of the material rather than the content. These items have historical significance or connections with the Adler Planetarium. They are listed chronologically in this finding aid.

<b><u>Box</u></b>	<b><u>Folder</u></b>	<b><u>Content</u></b>
<b>1</b>	<b>1</b>	Postcards with Related Correspondence, 1930, 2000, 2006
<b>Oversize</b>	<b>2</b>	1st Adler Admission Ticket- May 12 and accompanying correspondence, 1930, 1934, 1997
<b>Box F</b>		
<b>Oversize</b>	<b>3</b>	Copper printing plate for Guidebook, 1932
<b>Box I</b>	<b>4</b>	Copper printing plate for Guidebook, 1932
	<b>5</b>	Copper printing plate for Guidebook, 1932
	<b>6</b>	Copper printing plate for Guidebook, 1932
	<b>7</b>	Copper printing plate for Guidebook, 1932
	<b>8</b>	Copper printing plate for Guidebook, 1932
	<b>9</b>	Copper printing plate for Guidebook, 1932
	<b>10</b>	Copper printing plate- Map of Chicago, 1933
<b>Oversize</b>	<b>11</b>	2 Metal printing plates for the cover of the American Association for the Advancement of Science and Associated Societies General Program and Handbook, 1933
<b>Box G</b>		
<b>Oversize</b>	<b>12</b>	Copper printing plate for Guidebook, 1933
<b>Box I</b>		
<b>1</b>	<b>13</b>	Postcards with Related Correspondence, 1933, 1992
	<b>14</b>	Postcard with Related Correspondence, 1937
	<b>15</b>	Postcards with Related Correspondence, c1940, 2005
<b>Oversize</b>	<b>16</b>	Promotional Posters, 1962-1999
<b>Box I</b>	<b>17</b>	Sign Commemorating Copernicus Statue Installation, 1973
<b>Oversize</b>	<b>18</b>	7 Commemorative Medals produced by the Franklin Mint feature the image of the Adler building on one side and Comet Kohoutek on the other, 1973-1974
<b>Box H</b>		
<b>1</b>	<b>19</b>	Photo Template for Planetarium Needlepoint, 1974
<b>Oversize</b>	<b>20</b>	Adjustable Calendar Souvenir, 1973-2000, 1979-2006
<b>Box H</b>		
<b>Oversize</b>	<b>21</b>	65 <sup>th</sup> Anniversary Plaque- Original brick piece from Adler Planetarium, 1995
<b>Box F</b>		
<b>Oversize</b>	<b>22</b>	Color Print of Museum Campus by Klunk, 1999
<b>Box I</b>		
<b>1</b>	<b>23</b>	Postcards, 1999

Adler Planetarium Institutional Records Finding Aid

	<b>24</b>	Ribbon- Grand Re-opening Ribbon Cutting, 1999
<b>Oversize</b>	<b>25</b>	Sci-Fi Spectacular Promotional Packet, 1999
<b>Box F</b>		
<b>1</b>	<b>26</b>	Aliens Invasion at the Adler Stickers, 2002
<b>Oversize</b>	<b>27</b>	Frisbee c.1999 given to Bruce Stephenson as a prize, 2004
<b>Box F</b>	<b>28</b>	Brass desk accessory featuring a carved horizon line and exterior view of the Adler, n.d.
	<b>29</b>	Century of Progress Commemorative Crumb Pan and Scoop, n.d.
	<b>30</b>	Commemorative Piece- 1 Ounce Silver, n.d.
<b>Oversize</b>	<b>31</b>	Commemorative Acrylic Glass block with piece of the dome, n.d.
<b>Box I</b>	<b>32</b>	Copper printing plate-Small image of Museum, n.d.
<b>1</b>	<b>33</b>	Girl Scout Patch Commemorating Adler Planetarium, n.d.
<b>Oversize</b>	<b>34</b>	Halley's Comet is Coming Souvenir Pins, n.d,
<b>Box F</b>	<b>35</b>	Like Halley's Comet Souvenir Pins, n.d.
<b>Oversize</b>	<b>36</b>	Matted Overhead Photograph of Original Building, n.d.
<b>Box I</b>		
<b>1</b>	<b>37</b>	Planetarium Notecards, n.d.
	<b>38</b>	Postcards, n.d.
	<b>39</b>	Planetarium Symbol- Original Artwork, n.d.
	<b>40</b>	Postcards with Related Correspondence, n.d.
<b>Oversize</b>	<b>41</b>	Postcards-Uncut Proof Sheets, n.d.
<b>Box E</b>		
<b>Document</b>	<b>42</b>	Poster- Bringing the Universe Down to Earth, n.d.
<b>Drawer 1</b>		
<b>1</b>	<b>43</b>	Printed Images of Building, n.d
<b>Oversize</b>	<b>44</b>	Souvenir Pana-View Slides from Adler Planetarium, n.d.
<b>Box H</b>		
<b>1</b>	<b>45</b>	Window Decal, n.d.
<b>Oversize</b>	<b>46</b>	Metal ashtray with image of the Adler Planetarium, n.d.
<b>Box F</b>		