NATIONAL CAPITAL PARKS-EAST

SCOPE OF COLLECTION STATEMENT

For

Oxon Cove Park

FY 2013



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Oxon Cove Park

Scope of Collection Statement

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I. DELEGATION OF AUTHORITY

The park superintendent, by delegation, represents the Director of the National Park Service (NPS) and the Secretary of the Interior in accepting title to and responsibility for museum objects and records. The superintendent bears the ultimate responsibility for the acquisition and proper care and management of the museum collection. The superintendent has delegated the day-to-day care of the collection to the museum curator.

NPS policy requires superintendents to accept only unconditional gifts. Only the regional director has the authority to approve conditional gifts for rare exceptions, on a case-by-case basis. See Director's Order #24, "NPS Museum Collections Management, 4.3.15 Unconditional Gifts."

All acquisitions must receive formal approval from the superintendent before they can be accepted into the museum collection. Upon receipt, all newly acquired objects and related documentation and museum resource documents must be turned over to the museum curator. The museum curator prepares for the superintendent's signature, all instruments of conveyance, and letters of thanks, acceptance, or rejection, and transmits them, as appropriate, to the donor, lender, vendor, or other source of acquisition.

Revisions to this Scope of Collections Statement will be reviewed by appropriate park staff and the regional curator and then will be sent to the superintendent for approval.

II. EXECUTIVE SUMMARY

The site's museum collections for Oxon Cove Park are both, cultural, and natural. They include archeology, reports from biologists, and natural history specimens such as plants, insects, bones, skins and fossils.

For additional information on the museum collection, please contact:

Park Curator
National Capital Parks-East
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III. INTRODUCTION

A. Purpose of the Scope of Collections Statement

This Scope of Collections Statement (SOCS) defines the scope of present and future museum collection holdings of Oxon Cove Park (OXCO), a unit of National Capital Parks-East (NACE), and is intended the guide the staff with acquiring, managing and disposing of these collections. The site's authority, guidance and limitations to do so are established in its enabling and subsequent legislation, National Park Service (NPS) policies and procedures, and OXCO site-specific guidelines. The museum holdings contribute directly to the understanding and interpretation of the site's purpose, themes, and resources, as well as those objects that the NPS is legally mandated to preserve. It is designed to ensure that the museum collection is clearly relevant to the park.

OXCO's collections consist of objects, artifacts and specimens, and their associated records, and archival and manuscript collections and library materials in the disciplines of archeology, ethnography, history, biology and geology. Henceforth, in this document these materials will be referred to collectively as "collections" or individually as "items."

The purpose of these collections is three-fold: to aid park visitors and staff in understanding the people, places and events that make up the history of Oxon Cove Park; to advance knowledge in the humanities and sciences; and to document the ongoing preservation, maintenance and use of the site's land, structures and environment.

B. Determining the Scope of Collecting

The scope of collecting is the range or extent of items and records that comprise OXCO's museum collections as defined and mandated by the following:

--The site's enabling legislation, mission, history and interpretive themes

--An examination of the cultural evidence and scientific information needed to document and support the site's resource management programs

--The site's boundaries

Information derived from the above has provided the basic building blocks (i.e. timeframe, location, people, events, materials and resource projects) for developing this document and for determining exactly what the site will and will not collect, and why it is collected. The subsequent chapters in this document describe the types of collections and specific items the site will collect and how the staff will manage their preservation, protection and use, and how they will provide public access to and use of these collections.

C. Collections Significance

Acquiring the site's collections in accordance with this Scope of Collections Statement has provided a museum collection that actively supports all the site's resources and programs. For example, the site's:

Interpretive programs (guided tours, temporary exhibits, special events and school programs) use the museum collections to make the tangible connection between OXCO's people, places and events and the visitor's own experiences.

Historic structures are documented with blueprints, photographs, architectural features, historic correspondence, oral histories, and displayed historic furnishings. These collections provide the history of the site's settlement and the evolution of its development.

Archeological sites are documented with field notes, maps, photographs and drawings, and the items are placed on exhibit. The context of the site is better understood when other similar sites have been excavated and analyzed, resulting in improvement in the knowledge of prehistoric and historic cultures.

Biological collections document the flora and fauna of the site and the collected specimens provide future research material from a variety of locations and time periods resulting from inventory and monitoring program samplings.

Land acquisition and border definition programs are documented with deeds, engineering surveys, maps and other legal documents. The site's boundaries define the history, determine the stories and narrow the range of artifacts, specimens and associated records and resource management materials that the site will collect.

Resource management programs use the archived maps, drawings, blueprints, photographs and reports, surveys, studies and assessments to provide maintenance, preservation, protection and rehabilitation/repair/restoration of the site's structures, environment, vegetation and roads and trails.

Paleontological collections document marine fauna of the site and the collected specimens provide future research material from a variety of locations and time periods resulting from inventory and monitoring program

D. Definition of Museum Property

OXCO's museum collections are acquired through purchase, donation, loan, resource management projects and transfer from other agencies and institutions. Each item considered for inclusion must meet the official definition as described below and, as a result, will receive a higher level of preservation, protection and care than items on the

NPS personal property inventories. The level of accountability mandated by the NPS Chief Curator is also more stringent for museum collections (the NPS *Museum Handbooks* provide policy and guidelines for reporting museum collections to the Chief Curator).

The *Departmental Manual* (411 DM 1.3) defines museum property (museum collections) as *an assemblage of museum objects collected according to some rational scheme and maintained so they can be preserved, studied or interpreted for public benefit. Museum objects include prehistoric and historic objects, artifacts, works of art, archival documents (historical and/or scientific documents collections as defined in the Departmental Museum Property Handbook, 411 DM Volume I, Appendix A, Section A.2.d) and natural history specimens that are a part of museum collections. Elements, fragments and components of structures are objects if they are no longer a part of the original structure. In rare instances, museum dioramas or exhibit cases may be considered museum property (such as dioramas constructed by the Civilian Conservation Corps) or historic fabric.*

Museum property does not include those items necessary to display a collection, such as exhibit cases, dioramas, special lighting, graphics, etc.

E. Legislation Related to National Park Service and OXCO Museum Collections

The National Park Service's (NPS) legal mandate for acquiring and preserving museum collections is contained in the *Antiquities Act of 1906* (16 USC 431-433); the *Organic Act of 1916* (16 USC 1 et. seq.); the *Historic Sites Act of 1935* (16 USC 461-467); the *Management of Museum Properties Act of 1955*, as amended (16 USC 18f); the *Reservoir Salvage Act of 1960*, as amended (16 USC 469-469c); the *Archeological and Historical Preservation Act of 1974* (16 USC 469-469c); the *National Historic Preservation Act of 1966*, as amended (16 USC 470-470t, Sec. 110); the *Archaeological Resources Protection Act of 1979* (16 USC 470aa-mm); the *National Parks Omnibus Management Act of 1998* (16 USC 5901).

Oxon Cove Park's Legislation

Oxon Cove Park was acquired under the authority of the 1930 Capper-Cramton Act (46 Stat. 482). That Act provided for the acquisition, establishment, and development of the George Washington Memorial Parkway along the Potomac from Mount Vernon and Fort Washington to the Great Falls, and to provide for the acquisition of lands in the District of Columbia and the States of Maryland and Virginia requisite to the comprehensive park, parkway, and playground system of the National Capital. As a Capper-Cramton site, Oxon Cove Park also serves to prevent pollution of the Potomac River, and preserve the forests and natural scenery in and about Washington; all legislated purposes identified in the Act of June 6, 1924 (43 Stat 463), which the Capper-Cramton Act fulfills.

F. Mission Statement

National Park Service Mission Statement: The National Park Service preserves unimpaired the natural and cultural resources and values of the National Park System for the enjoyment, education and inspiration of this and future generations. The National Park Service cooperates with partners to extend the benefits of natural and cultural resource conservation and outdoor recreation throughout this country and the world.

Oxon Cove Park Mission Statement:

Oxon Cove Park's Mission Statement is that of National Capital Park-East. National Capital Parks-East is one of the jewels of the National Park System, managed and promoted by consummate professionals dedicated to conserving resources and providing safe and enjoyable experiences. We strive to inspire this and future generations to recognize, understand, conserve and protect our natural, cultural and recreational resources.

G. Site History

The land that comprises what is Oxon Cove Park today was originally a 6,478-acre plantation owned by Colonel John Addison in 1687. The plantation was called St. Elizabeth and included most of what are now Forest Heights, Oxon Hill, and the land that is Oxon Cove Park today. In 1767 Colonel John Addision's grandson renamed it Oxon Hill Manor.

In 1811, part of the land was sold to Doctor Samuel DeButts. Dr. DeButts was from Ireland. He renamed the estate Mount Welby, in honor of his wife Mary Welby DeButts, who was from Mount Welby England. The DeButts family remained loyal to the United States during the War of 1812. In 1814, the British attacked and burned the city of Washington DC. A British warship sailed up the Potomac River towards Alexandria Virginia. The warship fired rockets at Mount Welby, but they fell short of the house. The DeButts family owned Mount Welby until 1843. After 1843, the house passed through a series of absentee landlords, and tenant farmers.

In 1891, the U.S. Government purchased the farm for St. Elizabeth's Hospital in Washington DC. The Doctors permitted their patients to grow their own food as therapy. In 1968, the National Park Service acquired the property and it was opened as Oxon Hill Children's Farm. Later on the park was renamed Oxon Cove Park.

H. Site Statements of Significance

Statements of significance clearly define the most important aspects about the site's resources and values. They serve as the foundation for developing the site's primary interpretive themes and desirable visitor experiences. Significance statements help park managers and staff focus on the preservation and enjoyment of the site's major attributes.

--The DeButts family who lived in the park during the war of 1812, had come back from visiting their daughter to find unexploded rockets from British Warships on their front lawn.
--The park has been declared as part of the Underground Railroad, Network to Freedom. There is evidence of a slave escaping to freedom in the 1840's.
--In 1890, St. Elizabeth's Hospital purchased the farm with the idea to give patients therapy in growing food and taking care of animals.
--OXCO-100 is a journal dated from 1929-1933 that details the daily work and vacation of the workers. It also details the plowing and harvesting of crops.

I. Site's Interpretive Themes

Interpretive themes convey site significance. Primary interpretive themes are key ideas through which the site's nationally significant resource values are conveyed to the public. They connect site resources to the larger ideas, meaning and values of which they are a part. They are building blocks–the core content–on which the interpretive program is based. Each primary theme may connect to a number of specific stories or sub themes. These elements are helpful in designing individual services, ensuring that the main aspects of primary themes are addressed. There are seven interpretive themes for the site outlined in its **Statement for Interpretation** (2004):

--The DeButts Family who lived at the farm in the early 19th century.
--The War of 1812 and how it impacted the DeButts Family
--The slaves who were owned by the DeButts Family
--Native Americans who lived in the park
--1891-1967-The era of ownership of St. Elizabeth's
--Biology of the animals at the farm
--Nature Interpretation.

IV. ACQUISITION

The site acquires objects for its museum collections by gift, purchase, exchange, transfer, field collection, and loan. Acquisitions are governed by the site's ability to manage, preserve and provide access to them in accordance with NPS *Management Policies* (2001), Chapter 5; the standards for managing museum objects in Director's Order #28: Cultural Resource Management (1998), *Cultural Resource Management Guideline* (1997), and Director's Order #24: NPS Museum Collections Management; the NPS *Museum* Handbook, Part I, Museum Collections.

In accordance with NPS policy, the site will discourage gifts with restrictions or limiting conditions. Incoming loans will be acquired only for a particular purpose, such as research or exhibition, and for a specified period of time (long-term loans should not be accepted). The acquisition of firearms included on the Bureau of Alcohol, Tobacco, and Firearms (ATF) list of prohibited/restricted weapons requires concurrent review by the Regional Curator and the Regional Law Enforcement Specialist. Museum objects are

acquired, accessioned and cataloged in accordance with the NPS *Museum* Handbook, Part II, Museum Records.

A. Collecting Priorities

Primary: objects, artifacts and specimens, and there associated records, and archives, manuscripts and library materials that are originally onsite, support the mandates listed in Chapter II, the themes listed in Chapter III, and are in good condition or can be reasonably conserved. For example, archeological artifacts, paleontological, other natural history specimens found on site, original furnishings to the house, original plows from the St. Elizabeth's period, and other artifacts.

Secondary: Objects, artifacts and specimens and their associated records and archives, manuscripts and library materials that, although not originally onsite, are of the same time frame, similar style and material, and of similar use, and support that mandates listed in Chapter II, the themes listed in Chapter III, and are in good condition. Examples include period pieces obtained from families soon after the National Park Service took over the house.

Tertiary: objects, artifacts and specimens, and their associated records and archives, manuscripts and library materials deemed of research value in supporting OXCO mandates and themes. Examples are the resource management documents, such as Historic Structures Reports, Historic Furnishings Report and Collection Condition Survey, as well as copies of photographs and letters reflecting life at the Oxon Cove Park. Reproductions also serve as representative examples of what historically would have been in the house.

B. Types of Collections

There are two types of collections in the National Park Service, cultural and natural. Each discipline is divided into collecting categories based on classification, time period, themes and other criteria.

C*ultural:* includes history, archeology and ethnology, archives, manuscripts, and their associated record.

N*atural:* includes biology, geology and paleontology, and their associated records

Cultural Collections

The purpose of the site's cultural collection is to support the site's education, interpretation, scientific research and resource management programs. Objects and archival collections with a direct association to the site are more desirable for inclusion within the collection than similar items without such primary significance. The cultural collection is divided into four disciplines: archeology, ethnology, history, and archives

and manuscripts. The following list identifies, by discipline, object types appropriate for inclusion into the site's museum collections and, as needed, notes current representation.

Archeology Collection

OXCO's archeological collections may be generated in response to cultural resource management requirements related to legal mandates, to development of site facilities, to preservation-related activities, to research requirements, and to interpretive needs. The archeological collection may include artifacts, human remains, and other materials obtained using archeological methods. As per 43 CFR Part 7, any archeological materials discovered within OXCO's are the property of the United States and will be maintained as a part of the site's museum collection.

Policy

Park staff and visitors should be discouraged from picking up surface artifacts. It is preferred that surface artifacts be left in situ and their location documented. When materials are collected and brought to site staff, appropriate measures must be taken to ensure that the visitor ceases collecting immediately, precise provenience information is recorded, if possible, and that staff members promptly give the objects/data to the curator upon receipt.

Ethnography Collection

The site currently (2013) does not have any ethnography items in its museum collections.

History Collection

Only historic material that has a direct association with the park is included in the museum collection. When a large quantity of an object type is available, priority is given to acquiring the best-preserved examples. The history collection is based on the site's themes used to establish the following collecting categories:

Native American Inhabitants and Euro-American Exploration (Pre 1687): There are very few objects directly associated with pre-1687 inhabitation of the site lands and it is unlikely that much material of this type will become available. However, if original material of this nature becomes available, it should be collected.

Historic Era (1687-1968): The collection includes archeological materials, photos, an original journal documenting work done by farm staff from the 1930's, silverware with St. Elizabeth's inscribed, bottles and other objects surfaced collected by park staff.

Historic Fabric: The collection includes paint samples, original woodwork and brick, and door hardware.

Associated Records: The collection includes records from the St. Elizabeth's administration era.

Archival and Manuscript Collection

Note: The following will be included in the site's museum collections:

Museum Collections: All original archival documents, whether in audio-visual, electronic, textual or visual format, are placed in the museum collection. These original materials include such items as audiotapes, correspondence, graphic prints, manuscripts, motion picture film footage, photographs, reports, videotapes and all other original documentary formats.

The museum collection also includes several categories of archival and manuscript materials that, although they do not meet the statutory definition of official records, do provide information on the ongoing preservation, maintenance and use of the site's other resources, land, structures, boundaries and environment. These materials include:

Personal Papers or Organizational Archives: donated to the NPS by non-Federal sources. Because these materials are non-Federal in origin and because NPS acquired them for reference or exhibition purposes, they are not considered to be official records

Sub-Official Records: These include *copies* of official records, such as bibliographies, desk files maintained by individual NPS employees, park handouts, other documents kept for reference, administrative histories, interpretation and research.

Resource Management Files: These records are defined in the Departmental Manual (411 DM 1, *Policy and Responsibilities for Managing Museum Property*), and include site forms, field notes, drawings, maps, photographs, videotapes, sound recordings, oral histories, inventories of artifacts, laboratory reports, and "Associated Records" that are created in connection with specific sites, objects and specimens. Although these are official records created by a Federal employee, contractor or partner, the Service has permission from the National Archives to keep them because they relate directly to museum collections and site resources, and because they are critical for the reference, exhibition or preservation of the Nation's natural and cultural heritage.

Rare books: will be included in the museum collection if they have an enhanced value based upon demand, importance, scarcity, age, condition, physical and aesthetic properties, association or subject matter and meet the mandates in Chapter II and the themes in Chapter III.

Note: The following <u>will not</u> be included in the museum collections:

Official records: Official records will not be included in the museum collection without specific authorization from the National Archives and Records Administration (NARA). Official records include original or "record copy" documents created or received in the

course of performing the daily work of the NPS. Examples of these include audit records, budget materials, central park correspondence files, contracting files, financial records, law enforcement records, legal records, museum administrative records, permits, personnel records and similar types of materials. By law, the National Archives has authority over these materials, and they must be transferred to the National Archives or otherwise disposed of according to NARA guidelines.

Library Collections: Publications that are not rare or assembled by an eminent figure related to the site's mission are not included in the site's museum collections, but are placed in the library collection of materials.

Natural History Collection

The site currently (2013) does have a natural history collection. However, with collecting permits and the inventory program currently on going, future specimens will be added to the collection.

V. DEACCESSIONING

Deaccessioning is the process of permanently removing NPS museum collections from a NPS site's ownership and custody and should be a rare action. An amendment (1996) to the *Museum Act of 1955* broadened the authority of the NPS to deaccession inappropriate or unwanted objects. The NPS *Museum Handbook Part II*, Chapter 6, provides detailed instructions for deaccessioning museum property. If the Superintendent approves the site's requests, objects may be deaccessioned by:

Transfer to other NPS units or qualified Federal agencies;

Exchange with other NPS units or qualified Federal agencies;

Donation of objects to qualified private institutions and non-Federal governmental entities;

Voluntary destruction/abandonment of museum property determined to have no value by a review committee

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VI. PRESERVATION/CONSERVATION ISSUES

Oxon Cove Park considers all items on exhibit significant to the site's mission and interpretive themes and, therefore, of the highest priority in consideration of conservation treatment. This includes items on loan from other museums and institutions. Items in storage are considered of secondary priority for conservation. Every effort will be made to maintain a level of preservation controls appropriate to the specific material types on exhibit or in storage, but when conservation is considered, the following criteria will be used:

First priority: Artifacts in need of treatment immediately. Conditions threaten the survival of the artifact and/or well being of the surrounding collection.

Second priority: Problems are developing which will require major treatment to preserve the artifact. Future plans should include these artifacts as a priority.

Third priority: Artifact requires or would aesthetically benefit from attention. The situation is not critical.

Fourth priority: Artifact requires no treatment or treatment is so extensive that it is not efficient or effective to recommend such.

VII. MUSEUM COLLECTIONS SUBJECT TO THE NATIVE AMERICAN GRAVES PROTECTION AND REPATRIATION ACT (NAGPRA) OF 1990

The Native American Graves Protection and Repatriation Act of 1990 (NAGPRA), 25 USC 3001-13, requires, in addition to other actions, a written summary of unassociated funerary objects, sacred objects and objects of cultural patrimony. The site does not have any holdings that fall into these NAGPRA categories. Acquisition of such objects by the site is not anticipated.

VIII. USES OF COLLECTIONS

The site's museum collection may be used for exhibits, interpretive programs, research, publications or other interpretive media. The primary consideration in the use of museum objects is the conservation of each object in question and of the collection as a whole.

Researchers and other specialists may examine objects and archival materials under the conditions and procedures outlined in Director's Order #24: NPS Museum Collections Management, Director's Order #28: Cultural Resources Management (1998), Cultural Resource Management Guideline (1997), and in the site's written "Museum Collections Access Procedures." Outside researchers must submit a research proposal to the Superintendent for review by the site's curator, historian or site manager.

Any interpretive use defined as consumptive must be authorized in advance, as outlined in Director's Order #24: NPS Museum Collections Management, Director's Order #28: Cultural Resource Management (1998), *Cultural Resource Management Guideline* (1997), and Director's Order #6: Interpretation and Education (Draft, 2002). The use of reproductions is preferred to the consumptive use of original objects.

Destructive analysis is a legitimate use of museum collections for approved research purposes with the impact is minor or when the object is common, in which case approval by the Superintendent is required. If an object is rare or significant, a request for destructive analysis should be reviewed by the Regional Curator and may be approved

only by the Regional Director, as outlined in Director's Order #24: Museum Collections Management, Director's Order #28: Cultural Resource Management (1998) and *Cultural Resource Management Guideline* (1997).

Objects may be loaned to qualified institutions for approved purposes in accordance with NPS *Museum Handbook*, Park II, Chapter 5, "Outgoing Loans." Institutions must meet basic museum standards for security, handling and exhibition of NPS museum objects. Sensitive materials may require additional conditions prior to a loan commitment. Expenses related to loans of museum objects, including shipping and insurance, will normally be assumed by the borrower.

Photographs of museum objects are made available to the public to provide an indirect use of the museum collection through publications and exhibits (including exhibits on the site website). Many of the site's artifacts have been illustrated in publications.

All exhibits containing museum objects must have proper security, appropriate environmental controls and proper mounts to ensure the long-term preservation of the objects.

IX. RESTRICTIONS

Restrictions in addition to those applying to the use of the museum collection outlined in Section VII of this statement are as follows:

In accordance with NPS Management Policies (Dec. 2000) 7.5.5 "Consultation" and 5.3.5.5 "Museum Collections," and DO #24: NPS Museum Collections Management, curatorial staff should consult with traditionally associated peoples and other cultural and community groups for whom the collection has significance. Archeological objects in the museum collection shall be made available to persons for use in religious rituals or spiritual activities in accordance with 36 CFR 79, Section 79.10(c), "Curation of Federally-owned and Administered Archeological Collections." Requests to borrow non-archeological material for religious ritual or spiritual activities will be addressed on a case-by-case basis.

In accordance with the National Parks Omnibus Management Act of 1998 (16 USC 5937) and NPS *Management Policies* (Dec. 2000) 4.1.2 "Natural Resource Information" and 5.2.3 "Confidentiality," the site may withhold from the public sensitive information concerning: rare, threatened or endangered species; commercially valuable resources; minerals; paleontological resources; archeological and other cultural resources; objects of cultural patrimony and sensitive ethnographic information; information provided by individuals who wish the information to remain confidential; the identities of individuals who wish to remain anonymous. Inquiries to the site of this nature will be referred to the regional Freedom of Information Act (FOIA) and Privacy Act officer for consultation and possible review.

Restrictions may be placed on the publication of images or manuscripts in the museum collections if these materials are subject to copyright, and the NPS does not hold the copyright.

All endangered, threatened, or rare plants and vertebrate and invertebrate animals will be collected only when accidentally killed or when dead from natural causes. The collection of threatened, endangered or rare plant and animal species will comply with NPS *Management Policies* (2006), be in accordance with the provisions of the Endangered Species Act of 1973, as amended, and will be strictly limited according to the applicable rules of the U.S. Fish and Wildlife Service and National Marine Fisheries Service.

Final disposition of type specimens will be determined at the Servicewide level and will adhere to recognized conventions established for specific disciplines.

The site will not knowingly be a partner to or encourage in any way the trafficking in illicitly or unscientifically collected materials.

X. MANAGEMENT ACTIONS

This Scope of Collection Statement must be reviewed every five years, and be revised when necessary, to remain supportive of and consistent with any changes in the site's mission. Any revision to this document requires the approval of the superintendent.

Recall of objects loaned to the site is a possibility. The site needs to seek replacements for exhibited objects on long-term loan in order to prevent potential disruption of exhibits.

Three objects on loan to St. Elizabeth's Hospital.

A number of objects from the collection are housed or on loan outside of the site:

The site's archeological collection, as well as some furnishings, at the Museum Resource Center, Landover, Maryland

XI. COMPLEMENTARY COLLECTIONS HELD BY OTHER MUSEUMS OR ORGANIZATIONS

There are none at this time (2013)