

ILLINOIS COMMISSION - NEW YORK WORLD'S FAIR

TO: James T. Hickey
Custodian of the Lincoln Collection
State Historical Library
March 9, 1964

FROM: James A. Cassin

SUBJECT: Handling of Materials to be Supplied by Historical Library

Would you please work with the Gardner Displays representatives, receiving copy of this memo, to arrange for coordination of your materials with the shipments to the World's Fair site?

I am referring specifically to the Lincoln portrait to be used in the Manuscript Room, and the collection of Lincoln associated books which you will be supplying. Clyde Walton tells me that you have suggested two Lincoln portraits that would be appropriate for use in the Manuscript Room. We would like to leave it to your judgment as to which portrait should be used for the opening period of the Fair, and we will decide at a later date when to change the portraits and use the other that you have, or others available. At this time it is the feeling of all concerned that the frame of the portrait should not be modified, but should be used regardless of whether it is directly related to the other design concept. Clyde indicated that perhaps there would have to be cleaning or retouching of the portraits. If that is the case, this matter will have to be resolved quickly so that we can have the portrait ready for display and available to Gardner for shipment in the immediate future.

Unless there are some special handling requirements of the books that you will be supplying for the library, I suggest that Gardner also include these in their shipments. At this moment I cannot list the other items which Clyde, or Ralph, or you may have suggested for use either in the library or Manuscript Room. Whatever items are to be loaned to the Pavilion should be identified for the planning purposes of Gardner.

I understand that the manuscripts that you have selected for display in the Manuscript Room and the display case on the outer wall of the room are now in the hands of Harold Tribolet of Donnelley's. I would like the Gardner people to be aware of the manuscripts that have been selected, the method in which they are being prepared for presentation by Donnelley's, and the explanatory copy that will have to accompany the documents on display. May I suggest that the Gardner representatives take the initiative in this matter and contact you directly to work out the procedural details? Thank you for your cooperation.

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cc: James F. Gaskill - Account Executive - Gardner Displays
Emil Denk - Project Manager - Gardner Displays