



*City of Arts & Innovation*

# Metropolitan Museum Board

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**TO: METROPOLITAN MUSEUM BOARD** **DATE: NOVEMBER 30, 2017**  
**FROM: MUSEUM & CULTURAL AFFAIRS DEPARTMENT**  
**SUBJECT: HARADA HOUSE DOCUMENTATION PLAN**

**ISSUE:**

Receive an update on the Harada House documentation plan for the structural engineering assessment.

**RECOMMENDATION:**

Receive an update on the Harada House documentation plan for the structural engineering assessment.

**BACKGROUND:**

The structural engineering assessment of the Harada House involves hiring a contractor to perform selective dismantling of the Harada House to ascertain how the structure was constructed, the current condition of the structure, and what needs to be done to stabilize the structure. Documentation of the materials removed from the Harada House is an important part of the preservation process.

**DISCUSSION:**

The attached Documentation and Removals Plan was developed in collaboration with conservator Donna Williams of Williams Art Conservation, City staff and the structural engineer for the project. The contractor and staff will implement the Documentation and Removals plan to document materials removed from the Harada House as part of the structural engineering assessment. Donna Williams has certified that the Documentation and Removals plan meets the documentation requirements for the Harada House Structural Engineering Assessment.

**FISCAL IMPACT:**

There is no fiscal impact associated with receiving this update.

Approved by: Alexander T. Nguyen, Assistant City Manager/Acting Museum & Cultural Affairs Director

Attachments:

1. Harada House Documentation and Removals Plan
2. Sample label
3. Williams Proposal