

# Hansen Planetarium Historical Records

## I. Administration

Series: PL – 002. Hansen Planetarium Planning Meetings – Audiocassettes

Box: AB – 6

**Researchers should not use the original tapes. Tapes should be copied, and the copies made available to the researcher.**

Description: This collection contains (3) audiocassettes from Hansen Planetarium planning meetings, 1991;1995 – 1997.

Arrangement: Audiocassettes are grouped together by meeting type, and then arranged chronologically within those groups (within each meeting). The finding aid (see below) provides access to the tapes.

Finding Aid: An inventory was created that lists the meeting and date of each tape. The finding aid shows the grouping of the tapes by meeting, and provides the number of the box that each tape is stored in.

Processing Note: Labeling on the audiocassettes represents the original labeling. During processing, any unidentified tapes were partially listened to, and the archivist provided a meeting name and date (when possible) according to the content of the tape.

## Hansen Planetarium Planning Meetings

Meeting Name	Date
Hansen Planetarium Planning Meeting: Hosting the International Planetary Society Conference	10/01/1991
Hansen Planetarium Self-Study and Management Retreat	No Date
Hansen Planetarium Show Scheduling Committee Meeting	11/1995 (Estimated)
Hansen Planetarium Management Meeting (general business, including "Wonders of the Universe" calendar production/distribution statistics). Meeting transferred from microcassette to standard audiocassette by project archivist, 10/2004.	Winter 1997