

Tennie Burton Museum

Docent Training
June 2021

Thank you for participating in the LHS docent training

Some Helpful Tips

- Please try to enlist a friend or companion to be with you on your assigned Sunday
- Bring something to do in case you have no visitors
- You might want to read over the *Brief Guide to Rooms* and the Room Info Cards for general information
- Bring cell phone if you have one . If not, museum phone in Resource Room 624-1050 Historical Society contact numbers on the Bulletin Board or Back Door
- First Aid Kit – Over kitchen sink

About The Museum

- Built in 1830's (see *Brief Guide to Rooms*)
- Remodeled in 1860's in Italianate style
by Dr. Samuel Ellis
 - front rooms used for medical practice
 - family section at back-older style
- Owned by James Crouse 1890's
- Purchased by Belle Chapin (Tenny) in 1906
- Collections are among the oldest in any area museum
because collecting began so early in Lima
 - Very early collections given by DAR -1950's

Potential Source of Confusion



Museum Named for
Tennie Burton

Lima's 1st historian who started
a museum in Town Hall in 1956

1904 Graduation GWS



Donor of Museum
Belle Chapin Tenny

Bequeathed this house to the
Lima Historical Society in 1978

1906 Graduation GWS

Opening Up

- Arrive 1:45 (key or door code will be provided and alarm turned off). If there is a question re access: Call Duane 585-752-2087 or Martha 585-329-7675
- Open front and back doors
- Hang OPEN FLAG on sign and US FLAG on front porch
- Check planters for water
- Turn on interior lights
- Books and other items are for sale in Summer Kitchen
 - Some are marked by price
 - If not marked, set a reasonable donation/price

Welcoming Visitors

- Greet visitors and ask them to sign in
- Pass out *Brief Guide to Rooms* pamphlet-on table
- Room information cards available on the table
 - Read over the basic information regarding a couple of main rooms
- You don't need to know everything about the museum
 - Just be welcoming and talk about whatever visitors remember or want to talk about
- Try to stay with the visitors as they tour- upstairs and downstairs (ideally 1 up and 1 down)

Featured Exhibit

-

Please direct visitors to whatever
the featured exhibit
is for the summer

Information available on the LHS
website

THE FAMOUS FINGERS !!!

-Visiting Children will often
ask to see the “fingers”

-Look in the tall glass display case in the meeting room

-Two sets of amputated fingers preserved in
formaldehyde - from old Lima pharmacy

-WHY ???

If Someone Brings Things to Donate

- Please do not take the objects in
- Ask them to Contact Us on our website:
www.limahistoricalsociety.org

Closing Up

- Please stay until 4:00
- Return room information cards to table in meeting room
- Turn off all lights
- Bring in flags
- Leave any donations in an envelope on the table
- Lock front and back doors from the inside
 - Leave the key on the table in the kitchen
 - someone will set the alarm later

Any Questions Now ????

or contact us by email
limahistoricalociety@gmail.com

Many thanks for helping us
keep the museum open to visitors
this summer