

**Archive
Lakeshore Museum Center
Body Works Collection**

Collection: Body Works Collection

Object ID Numbers: 2012.049.003

Creator (s): Muskegon County Medical Society Alliance and Lakeshore Museum Center

Location: LMC Archive, Room 204, Shelf K 2 Box C, Audio Cassette in Orange 1

Dates: 1983-2006

Quantity: .25 Linear Feet

Restrictions: No Restrictions

Abstract: This small collection contains archival materials created and collected by members of the Muskegon County Medical Society Alliance. It contains correspondence, reports, meeting minutes, and other materials that provide researchers with a better understanding of how the Body Works exhibit at the Lakeshore Museum Center (LMC) was developed, implemented, and maintained.

Historical Information: In the 1920s, the spouses of Muskegon area doctors and other medical staff began meeting and sharing ideas. Although the state organization was established in 1926, the Muskegon County Medical Society Alliance (MCMSA) chapter was not formally established until May of 1948. Still active today, the MCMSA is an educational and charitable organization. According to the MCMSA's by-laws, its purpose is to "assist the Muskegon County Medical Society with its programs to promote medicine and public health, promote health education, sponsor and participate activities to meet the community health needs, to support health related charitable endeavors, and to cultivate friendly relations and promote mutual understanding among physicians' families."

At the time this collection was created, membership to the MCMSA was organized into five levels: regular, associate, special, honorary, and intern, resident or military members. Regular membership was open to spouses of active Muskegon County Medical Society (MCMS) members, and spouses of deceased doctors who were members of MCMS. Only regular members could vote and hold offices. All other levels of membership were based on whether or not his or her spouse was an active member of the MCMS. All members were required to pay dues to be considered an active member of the organization.

The MCMSA elected officers, such as the President, Vice-President, Secretary, and Treasurer, on a yearly basis and these officers took office at the beginning of the fiscal year. Election of officers occurred at the February meeting and all active members were able to nominate and

elect who would serve as officers. All officers had specific duties as outlined by the organization's by-laws. The organization also had standing committees organized into the following: legislation, program, communications, parliamentary and by-laws, membership, health-related projects, social, ways and means, finance and budget, scholarship and loan, and museum.

The Museum Standing Committee was in charge of coordinating with the Lakeshore Museum Center (LMC) to update the Body Works exhibit as well as other duties as they related to the exhibit. This committee began working with LMC in the 1980s to develop a health exhibit and to educate museum visitors on how the human body worked. The MCMSA assisted the LMC by developing appropriate health materials, suggested topics, and provided financial support by sponsoring the exhibit. The Body Works exhibit opened to the public on September 13, 1984. In 1985, the 59th Annual Session of the Michigan State Medical Society Auxiliary gave the Body Works exhibit the top award for health projects in the state. In 2005, the MCMSA and LMC worked to update Body Works to include newer content that reflected the growing health concerns in Muskegon County. The current goal of the exhibit is for museum visitors to understand the importance of making healthy lifestyle choices.

The Museum Standing Committee continues to support the goals of the Body Works exhibit. People who serve on this committee support the exhibit by organizing tours, distribute nutrition pamphlets and health materials as needed, and to arrange docent programs and educational materials.

The MCMSA worked on other programs such as, Meals on Wheels, Health Literacy, developing the "Is He Sick" pamphlet, conducting Mercy Hospital Tours, as well as providing scholarships and fundraising. The MCMSA provided a scholarship to Muskegon County students who are in their second year of college. The organization also donated funds to charitable organizations throughout Muskegon County.

The Lakeshore Museum Center, formally the Muskegon County Museum, was organized in 1937 and its current mission is to preserve and interpret through exhibits, education and programs, the natural and cultural history of Muskegon County. The Body Works exhibit is one of the hands-on permanent exhibits geared towards school children of Muskegon County.

Scope and Contents: This collection of archival materials includes correspondence, receipts, reports, booklets, and other materials. It is arranged into the following nine series: Muskegon County Medical Society Alliance (MCMSA), Fiscal, Letters/Articles, Reports/Meeting Minutes, Docent/ Tour Info, Renovation, Teacher Resource, Brochures/Fliers, and Exhibit Development.

The Fiscal series includes receipts, correspondence regarding fiscal concerns for the exhibit, order information for products, budget information, ledger pages with balance information, grant application information for the Ronald McDonald House Charities, an expense reimbursement request form, and other papers as they relate to the Body Works and MCMSA.

The Muskegon County Medical Society Alliance (MCMSA) series includes the by-laws of the organization, several copies of the MCMSA newsletter *Shoreline*, a draft of a Body Works exhibit article for the newsletter, a list of officers, a calendar of events, notes on health contacts, membership materials, letterhead and stationary, an expense reimbursement form, and an award the organization received for health promotion.

The Letters/ Articles series contains correspondence regarding the Body Works exhibit sent to MCMSA, agreements between groups working on the exhibit, an overview of the project, letters to the LMC (MCM) board regarding changes with both the Museum and the MCMSA organization, a list of the chairman's responsibilities, thank you letters for donations, letters about grants, articles about the exhibit and for the newsletter, and letters about the exhibit's goals and benefits. The articles in this series are placed at the back of the folder.

The Reports/ Meeting Minutes series includes reports about tours for Body Works and children served, changes in the exhibit, reports on money spent, active docents, vandalism at the Museum, problems with the exhibit, updates on Museum schedules and planning, and minutes from Museum exhibits meetings and Body Works meetings.

The Docent/ Tour Information series contains Body Works exhibit information for docents and volunteers, a flier with the Museum's mission, a tour outline, a tour schedule, a list of docents, health objectives listed by grade, an education program evaluation form created by the Museum, a 3.5 inch floppy disk with a tour outline (currently unreadable), and an inventory list from a Museum Body Works loan kit.

The Renovation series includes meeting minutes about exhibits updates and changes, exhibit evaluation, concept development worksheet, computer updates and costs, listed of needed and current exhibit props, item wish list, product information, newsletter article, chart of Michigan health benchmarks by category, and product materials and other information for possible future additions.

The Teacher Resource series includes manuals and informative materials about the Body Works exhibit, a teacher reference packet, a lesson plan, a booklet on low-fat eating and other health materials, card of Museum staff member who worked on the exhibit, and an audio cassette tape labeled "Training Tape."

The Brochures/ Fliers series contains various exhibit brochures, other Museum brochures, and an education volunteer flier.

The Exhibit Development series includes an information booklet about the Body Works exhibit, labels from the exhibit, programs, statement of purpose for the project, notes from MCMSA, funding information, notes about information needed for the exhibit, budgetary correspondence as it relates to exhibit development, exhibit floor plan, exhibit goals, outlined phases of the project, and notes about the exhibit.

Arrangement: This collection was donated by a member of the Muskegon County Medical Society Alliance (MCMSA). This organization worked with the Lakeshore Museum Center (previously the Muskegon County Museum) and both created and compiled materials from the exhibit. At the time this collection was donated, papers were placed into two binders, and there were also loose papers. The original order of this collection was maintained except for the loose papers and papers that were simply placed into one of the binders with no discernible order. The series that *are not* part of the original order are the following: Fiscal, Brochures/Fliers, Exhibit Development, and Muskegon County Medical Society Alliance.

Contents:

Series 1: Fiscal

Dates: 1983, 1999, 2003, bulk undated

Series 2: Muskegon County Medical Society Alliance (MCMSA)

Date: 1986, 1989, 2000, 2004, bulk undated

Series 3: Letters/Articles

Dates: 1984 to 2004

Series 4: Reports/ Meeting Minutes

Dates: 1987 to 2006

Series 5: Docent/ Tour Information

Dates: 1989 to 2002

Series 6: Renovation

Dates: 2003 to 2004

Series 7: Teacher Resources

Dates: Undated

Note: Audio Cassette stored in Orange Cabinet, Drawer 1

Series 8: Brochures/ Fliers

Dates: Undated

Series 9: Exhibit Development

Dates: 1984 to 1985