

UA2010.03

Cuneo Museum and Gardens
Office of the Director
Barbara Hirschfeld Records

Dates: 1990-1998

Creator: Hirschfeld, Barbara (1944?-)

Extent: 8 linear feet

Level of description: Folders

Processor & date: Chris Barbuschak, December 8, 2010

Administration Information

Restrictions: Payrolls, Employee Information, Budgets

Copyright: Consult the repository for information.

Citation: Loyola University Chicago. Archives and Special Collections. Cuneo Museum and Gardens - Office of the Director – Barbara Hirschfeld Records. Box #, Folder #.

Provenance: The Cuneo Museum and Gardens Office of the Director Records were donated to the Loyola University Chicago Archives as part of the Cuneo Museum and Gardens donation of the Cuneo Foundation in December 2009.

Separations: 1.5 linear feet of extraneous and duplicate material.

See Also: Cuneo Museum and Gardens records

Administrative History

When John F. Cuneo Sr. died in 1977, he stated in his will that his mansion in Vernon Hills, Illinois, was to be used for “educational purposes” after his wife no longer used the house. When she died, the mansion became part of the Cuneo Foundation and in 1990, it became a historic house museum called the Cuneo Museum and Gardens. The house was left as it was when it was a residence. The only changes included cleaning, renovations, and the addition of display cases and historical memorabilia from Cuneo’s 1500 N. Lake Shore Drive apartment.

When it first opened, the museum mainly attracted the locals in the Vernon Hills vicinity, but the first director of the museum changed that. Barbara Hirschfeld became director of the Cuneo Museum in January 1991. Over the next six years, she oversaw the operations of the museum and helped make Cuneo a popular place for weddings, private events, concerts, and other well-attended events. Most notably she was responsible for conceiving the idea for a Christmas light show, after experiencing them in her native St. Louis. Ever since, the annual Holiday Light Show is one of the more popular events associated with the Cuneo Museum. In addition, it was during her tenure that the museum grounds started being used as a filming location for movies including “*My Best Friend’s Wedding*” and “*The Untouchables*” TV Series. Hirschfeld retired from the museum in February 1997.

Scope and Content

The Cuneo Museum and Gardens - Office of the Director – Barbara Hirschfeld Records consists of 8 linear feet spanning the years 1990-1998. The collection consists of photos, brochures, faxes, correspondence, notes, bills, forms, press releases, advertisements, attendance records, contracts, meeting minutes, floor plans, event programs, articles, magazines, and newspapers. The main subjects included are the Cuneo Museum and Gardens, Barbara Hirschfeld, John F. Cuneo Jr., George Jewell Catering, Museum Restaurant, Children’s Art Fair, Lake County, North Shore magazine, Packard Car Show, Santa Brunch, “*The Untouchables*” and “*My Best Friend’s Wedding*”. Organization is alphabetical divided between letter and legal size records.

Series

Series 1: Barbara Hirschfeld Records, 1932, 1990-1998

This series contains brochures; photo copies; notes; attendance reports; newspapers; magazines; news articles; programs; advertisements; press releases; name tag; forms; bills; receipts; VHS tape; manuals; warranties; contracts; meeting minutes; faxes; coupons; correspondence; attendance records; floor plans; postcards; membership proofs; stock certificate; and coloring book. Subjects include Barbara Hirschfeld and John F. Cuneo Jr.; Insull Utility Investments; Inc.; *North Shore Magazine*; “*The Untouchables*”. Cuneo Museum related material include various events such as the Santa Bruch; Holiday Light Show; Packard Car Show; Lake Forest Symphony concerts; and Writer’s Theatre Workshop.

Series 2: Barbara Hirschfeld Records, 1991-1998

This series contains notes; checklists; receipts; event programs; photocopies; articles; correspondence; floor plans; brochures; faxes; calendars; advertisements; press releases; bills; and contracts. Subjects include Barbara Hirschfeld; Lake County Tourism; “Brigadoon”; Vernon Hills Holiday Light Show; Museum Restaurant; Projects; Lake Forest Symphony Orchestra; “*My Best Friend’s Wedding*.”

Series 3: Restricted Material, 1991-1997

This series contains notes; income statements; salary lists; correspondence; payrolls; and forms. Subjects include George Jewell Catering; Cuneo Museum budgets; Vernon Hills Street Dance; and the greenhouse employee schedule and employee information.

Subjects:

Barbara Hirschfeld
John F. Cuneo Jr.
George Jewell Catering
Cuneo Museum Restaurant
Children’s Art Fair
Lake County
North Shore magazine
Packard Car Show
Santa Brunch

Accession No.: UA2010.03

Creator: Hirschfeld, Barbara

<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Dates</u>
<i>Series 1: Barbara Hirschfeld Records, 1932,1990-1998</i>			
1	1	AAA Express Del'y Service	1993
1	2	AAA (Discount Program)	1994-1995
1	3	Accidents	1994
1	4	Accident Reports	1996
1	5	Ad copies in Brochures	1994
1	6	ADT Security	1996
1	7	Advertising	1993-1996
1	8	Advertising '97	1997
1	9	Air Condition	1991
1	10	Allerton, Rob't,	N.D.
1	11	America's Castles June – 18,19,20	1995-1996
1	12	Amicus Group Ltd.	1994
1	13	Anderson Consulting	1993
1	14	Antique Show Oct 9 + 10	1992-1993
1	15	Ariston Realty Corporation	N.D.
1	16	Armor Info	1993
1	17	Armor Karl of Germany	N.D.
1	18	Art Theft	1995
1	19	Attendance 1995	1995
1	20	Attendance 1991-1994	1991-1995
1	21	Audio/Visual Resources	N.D.
1	22	Auto – '93 Dodge Mini Van	1996
1	23	Awnings	1996
2	1	Balcony - Everlast	1994
2	2	Ballet – July 31	N.D.
2	3	Bank – 1 st of America	1995
2	4	Banner	1993
2	5	Banquet Letters	1993
2	6	Barat College	1994
2	7	The Eddie Barrett Orchestra	1993-1994
2	8	Best of Fest Chicago – 5/6/93	1993
2	9	BMW Tour	1995
2	10	Brochures	1993
2	11	Bronze Memorials	1996-1997
2	12	2 For 1 Brunch	1994
2	13	Sunday Brunch Thru Dec. 1994	1993-1994
2	14	Sunday Brunch 5-21-95	1995
2	15	Sunday Brunch – 1996	1996

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2	16	Bugle Newspapers	1995
2	17	Business Cards	1993
2	18	B – Letters/Misc.	1993
2	19	1993 Cable Ads	1993
2	20	Calendar – 1995 Holiday	1995
2	21	Callas Workshop	1994
2	22	Camerata Singers	1995-1996
2	23	Cantigny	1996
2	24	CAP Program	1996
2	25	Car Title	1994
2	26	Carmel High School	1993-1994
2	27	Carpet – Bed, Pool Room, Bryan’s House	1995
2	28	Carriage Museum Design	N.D.
2	29	Cassone Lecture	1992
2	30	CCTB Members	1994
2	31	Central Brochure Distributors	1993-1995
2	32	Certificate of Insurance	1993-1994
2	33	Charitable Donations	1993-1994
2	34	Charitable Donations 1994	1993-1994
3	1	Charitable Donations – Thanks Correspondence	1993-1994
3	2	Chelsea Textiles	1993-1994
3	3	Chess Club	1994
3	4	Chicago Sun-Times Features, Inc. Performance Media	1994-1995
3	5	Children’s Art Fair July 12, 1992	1992-1994
3	6	Children’s Art Fair 1993	1992-1994
3	7	Children’s Art Fair 1994	1992-1994
3	8	Children’s Art Fair July 9, 1995	1993-1996
3	9	Clay Show May 7+8 – June 11	1994
3	10	Coloring Books for Kids	1993
3	11	Conservation Assessment June – ‘96	1996
4	1	Conservation Assessment Program Grant	1988-1995
4	2	Conservation Furniture Restoration	1993
4	3	Conservation – Objects	N.D.
4	4	Conservatory Plaster	N.D.
4	5	Coupons	N.D.
4	6	Courier Magazine	1995
4	7	Complaints	1993-1994
4	8	Computer Serial #'s	1994
4	9	Correspondence – General & Miscellaneous	1992
4	10	Cuneo Estate Floor Plans	1985-1994
4	11	Cuneo Mausoleum	N.D.
4	12	J. Cuneo Memos	1991-1994
4	13	Cuneo Museum – General	1993
4	14	Cuneo – 11511 N. Lake Shore Drive	1991
4	15	Cuneo Seal	1993
4	16	Mr. Cuneo	1992-1995

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4	17	Faxes to Mr. Cuneo	1994
4	18	From: John F. Cuneo, Jr.	1993-1995
4	19	Dancecenter North	1994-1995
4	20	Dancin' the Night Away – Vernon Hills	1994
4	21	Dehumidifiers	N.D.
4	22	Ferrago Dance Program 1995	1995
4	23	Ferrara Delegation 1995	1994-1995
4	24	Ferrara Exhibit – July 1	1995
4	25	Flooring	N.D.
4	26	Johnny Frigo	1992
4	27	German File	1995
4	28	Goethe Institute of Chicago	1995
4	29	Golf Course Map	N.D.
4	30	Grants Info	1994
4	31	Grounds (John Bryne & Crew)	1993
4	32	Grounds Equipment	1991
4	33	Grounds-Gate Design	1995
4	34	Halls Rental Equip. List 1995	1995
4	35	ASA Harris – 1995 Theatre Season	1995-1996
4	36	Hawthorne Suites Advertisement	1993
4	37	Health Department	1993-1995
4	38	Health Department – Jewell Foods	1992
5	1	Heritage Signs	1994
5	2	Hi-Lift Truck Equipment	1995
5	3	A Holiday Celebration Dec. 19	1993
5	4	Home & Away Magazine	1994
5	5	Hotels	1993
5	6	House Museums	N.D.
5	7	IDOT	1993
5	8	Illinois Calendar of Events	1993
5	9	Illinois Historic Preservation Agency	N.D.
5	10	Infant Welfare Society of Chicago	1993
5	11	Inland Architect Rick Solomon	1993
5	12	Insurance	1992-1997
5	13	Insurance file - 1991	1932-1991
5	14	Insurance Laub Group w. comp-auto-etc.	1996
5	15	Guide Book Sales Inventory 1994	1994
5	16	1993 Invitations Received	1993
5	17	IRS 501 (c) (3)	1983
5	18	I – Letters/Misc.	1993
5	19	J.B. Grayluci Photo Shoot – 3/31	1993
5	20	Januz Advertising	1994
5	21	David Jargon – Director's House Work	1991-1992
5	22	Cheryl Kolar Wedding Damages	1996
5	23	K – Letters/Misc.	1993
5	23	Lake County Art's Council	1993-1994
5	25	Lake County Health Department	1994-1996

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5	26	Lake County PADs	1994-1995
5	27	Lake County Tourism	1994-1996
5	28	Lake Forest Symphony	1993-1994
5	29	Lake Forest Symphony	1991-1994
6	1	Lake Forest Symphony July 24 + Aug. 7	1992-1994
6	2	Lectures	1992
6	3	Leopold Spec	1994
6	4	Liability – Waivers (Dowe Photography)	1996
6	5	Libertyville Rent-Alls	1995
6	6	Lighting	1995
6	7	LMV Chamber of Commerce	1994-1995
6	8	LMV Certificate ‘97	1997
6	9	Lyfeworks Seminar 4-24-95	1995
6	10	The Magazine Antiques	1993
6	11	Magnavox	1994
6	12	Mail Forms – Bulk	1994
6	13	Marketing File	1994-1995
6	14	Maryko (Pottery)	1994
6	15	Matthews Employment	1994
6	16	Mayslake Landmark Conservancy	1995-1997
6	17	Mc	1994
6	18	McFaddin Ward House	1995
6	19	Media	1994
6	20	Membership	1993
6	21	Membership – Outside	1996
6	22	Membership Proofs – Vogue Printing	1994
7	1	Memorandum – Barbara Hirschfeld	1995-1997
7	2	Memorandum – James H.Bert	1997
7	3	Memorials	1994
7	4	Mercedes Show Aug. 22, 1993	1993
7	5	Minutes – Barbara Hirschfeld Meetings	1994-1998
7	6	Moonlight Mambo (Sunday Aug. 6 – 7pm)	1995
7	7	Mozart Festival	1995
7	8	Mundelein Seminary Exhibit	1994
7	9	Museum Brochures	N.D.
7	10	Museum Display	1993
7	11	Museum Restoration Art Photo - Artist	N.D.
7	12	Museum – Winter Project – 1994	1994
7	13	Nametags – Leopold	N.D.
7	14	Nat’l Endowment For The Humanities	1996
7	15	National Historic Landmark Designation	1993
7	16	National MS – Coupons	1993-1994
7	17	National Tour Association, Inc.	1993-1994
7	18	Newsletter	1993
7	19	Newsletter Museum – ‘96	1996
7	20	Nordstrom’s	N.D.
7	21	North Shore Gas Co.	N.D.

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7	22	North Shore Magazine	1991-1995
7	23	North Shore Magazines	1993-1994
7	24	North Shore Magazines	1996
7	25	Northern Illinois Tourism Council	1993
7	26	Ogilvy and Mather Chicago	1993
7	27	Old Town School of Folk Music	1994
8	1	Olson Oil	1996
8	2	Oriana Singers	1993
8	3	“Oscar Wilde” – Sunday Sept. 11	1994
8	4	P.O.’s for Approval – Grounds	1992
8	5	Packard Car Show	1992-1996
8	6	Packard Car Show 1995	1995
8	7	Paint Samples	N.D.
8	8	Paintings	N.D.
8	9	Paramount Studios – “The Untouchables”	1993
8	10	Payroll Changes	1994
8	11	Performing Arts Center	1995
8	12	Performance Media	1994
8	13	Petty Cash Reimbursements	1995
8	14	Photographic Services – Warren Associates	1995
8	15	Gold Paintings – Gift Shop	1991
8	16	Piano Tuning	1993-1996
8	17	Pins LKC Customs Jewelry	N.D.
8	18	Pioneer Press	1995-1997
8	19	Plaster Repair	1996
8	20	Plastics	1994
8	21	Playboy Shoot 3/38, 3/29, 3/30	1994
8	22	Playboy Shoot Oct 14 + 15 1996	1996
8	23	Pool House Addition	N.D.
8	24	Postcards	1993
8	25	Pre-print Holiday Labels	1996
8	26	Pre-School Programs 1996	1995-1996
9	1	Press Release	1991-1997
9	2	Prime Auctioneers, Inc.	1993
9	3	Principal Mutual Ins. Co.	1996
9	4	Printing Bids	1992
9	5	Prism Enterprises	N.D.
9	6	Programs (future)	1994
9	7	1995 Programs	1995
9	8	Program Resources Entertainment	1995-1996
9	9	1996 Projects	1994-1995
9	10	Publicity/PR ‘94	1994
9	11	1995 Quilt Show	1993-1995
9	12	Ravenswood	1993
9	13	Re-enactment	1994
9	14	Re-enactment	1994
9	15	Rental Prices	1996

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9	16	Resource File	1991-1996
10	1	Restaurant Building '93	1993
10	2	Restaurant equip	1995
10	3	Restaurant Proposal	1993
10	4	Restaurant Sales	1993
10	5	Restoration	1994-1995
10	6	Roof Repairs – Prate Roofing	1993
10	7	Room Guide	N.D.
10	8	Ian Ryan & Associates, Inc.	1994
10	9	Sales Leads	1993
10	10	Ramon Salvatore	1994
10	11	Santa Brunch 1993	1993
10	12	Santa Brunch Dec 4, 1994	1993-1995
10	13	Santa Bruch 1995	1995
10	14	Kevin Sarring – Raffles Hotel	1991
10	15	1996 School Ed Program	1993-1996
10	16	School Partnership	1993
10	17	Scout Troops	1993
10	18	Scouters – Videos – Movies	1994
10	19	Select Bottle Co Pop Machine	1992-1995
10	20	Security	1996
10	21	Signage	1993-1994
10	22	Smartbook Data Sheet	1994-1995
10	23	Soil Borings	1996
10	24	Sony	1993
10	25	Spaceco Inc.	1996
10	26	Valerie Spale	1992
10	27	Staff	1994
10	28	Steinway Society Event 12-3-95	1995
10	29	Sunrise Office Supply	1993-1995
10	30	1996 Supplies – Boelter Co.	1996
10	31	Swanson Petroleum Products, Inc.	1992
10	32	Tapestry Restoration	1991-1992
10	33	Target Stores	1993-1994
11	1	Tax Exempt Forms	1992-1996
11	2	Tax Forms – State of Ill.	1970
11	3	Teacher's Tea 5/12/93 Suesi Hart – Chris Presslak	1993
11	4	Telephone Answering Machine	1995
11	5	Telephone Information	1992-1994
11	6	Tenants	1991
11	7	Tent	1990-1995
11	8	Terry Berry Sales Assoc.	1993-1994
11	9	Textile Art Center	1992
11	10	Theatre Program 1994	1994
11	11	This Week in Chicago Magazines	1993-1994
11	12	Ticketing	1994

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11	13	Topiary Display	N.D.
11	14	Tour Operator Original Bulk Mailings – Letter	1993
11	15	Training Programs	1996
11	16	Training Staff	1995
11	17	United Parcel Service Slips	1993-1994
11	18	Untouchables	1993
11	19	Up With People	1993
11	20	Vacation Sign-up Sheet	1994
11	21	Valentine Brunch 2/13/94	1994
11	22	Vending Machine	1994
11	23	Vernon Hills – Holiday Light Show 1996	1996-1997
11	24	Victor Parra 8-6-95	1995
11	25	Village of V. Hills	1996
11	26	Vogue Printing	1994
11	27	Warranties	1993-1994
11	28	Water System	1996
11	29	Wearable Art Show Sept. 17 + 18	1994
11	30	Wedding Promo	1993
11	31	Window Washers	1993
11	32	Greater Woodfield Corporation and Visitors Bureau	1993
11	33	Workman’s Comp. Forms	N.D.
11	34	World Cup	1994
11	35	Writer’s Theatre Workshop – Dec 19 Writer’s Guild	1993-1994
11	36	Zale Event	1996
11	37	Zale Group	1994-1996

Series 2: Barbara Hirschfeld Records, 1991-1998

12	1	1994 Barrington Historical Society Antique Show Concerns Oct 7,8,9	1993-1994
12	2	Boston, MA Fine Arts Museum	1993
12	3	Brigadoon 6/21- Fri-7, 6/23-Sun-4, 6/28-Fri-7, 6/29-Sat-7	1996
12	4	Brigadoon – June 28, 1996	1996
12	5	1996 Calendar of Events	1995-1996
12	6	Contractors – Outside	1990-1991
12	7	Circulation Grant + Advertising Campaign	1993-1996
12	8	Dancer North 6-16-95	1995
12	9	Garden Design 1991	1992
12	10	Mark Hampton Studios	1994
12	11	History	1995
12	12	Kraft Foods	1995
12	13	Lake County Illinois Convention and Visitors Bureau Board Meeting	1994-1995

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12	14	Lake County Tourism	1992-1996
13	1	Lake Forest Symphony July 18 + June 27	1993
13	2	Mainstreet Libertyville, Inc.	1995
13	3	Maintenance Checklist and Work Sheet	1994-1998
13	4	Mother's Day Brunch '96	1996
13	5	Marketing Campaign	1993
13	6	Pepsi	1995-1997
13	7	Projects	1991-1992
13	8	Recruitment Tea June 26, 1994 3PM	1994
13	9	Resource Exhibits – Touring	N.D.
13	10	Restaurant	1992-1994
14	1	Security System	1991
14	2	Textiles	1995
14	3	Tri-Star/Columbia “My Best Friend’s Wedding”	1996
14	4	Vernon Hills Holiday Light Show	1994-1995
14	5	Vernon Hills Light Show Prom 1995	1995-1996
14	6	WAF – Suesi Hart – Magazine Info	1993-1994
14	7	Waukegan Symphony Concert	1995-1996
14	8	Writer’s Theatre Workshop – Dec 19 1993	1993
		Writer’s Guild Poster	

Series 3: Restricted Material, 1991-1997

15	1	Budget 1993	1992-1994
15	2	Budget 1994	1994-1995
15	3	George Jewell Catering	1991-1995
15	4	George Jewell Catering Ltd.	1992-1993
15	5	Greenhouse Weekly Payroll	1993-1994
15	6	Greenhouse Schedule 97	1997
15	7	Greenhouse Employee Information 1991	1991-1995
16	1	Payroll – Staff '96	1996
16	2	Personnel	1991-1996
16	3	Uniforms	1994
16	4	Vernon Hills Street Dance	1995