



February 25, 2011

To Whom It May Concern:

I am writing this letter in support of Merle Branner for employment within your organization. Merle has been a volunteer as well as a consultant at the Illinois Holocaust Museum & Education Center since 2010. I have had the pleasure of working with and overseeing Merle on her archival project at the museum to develop our Institutional Archives.

During the past year that Ms. Branner has been working at the museum, I have witnessed her commitment as a museum professional to improve the Institutional Archives by re-housing and organizing the archives, developing a record group taxonomy strategy to allow for future access to the organizations historical records. In her capacity as both a volunteer and colleague, Merle has taken the lead in establishing procedures according to professional standards and best practices for setting up the museum's Institutional Archive. In part due to Merle's knowledge of current practices and also her dedication to appropriately re-housing the archives, she is ensuring the safety and longevity of future access to the Illinois Holocaust Museum's Institutional Archives' collection.

I would highly recommend Merle Branner. She is an extremely dedicated and hard-working individual and would be a wonderful addition to your organization.

Sincerely,

Susan Lerner
Registrar