

Art Legacy: Inventory Software Research

Intro:

- The Joan Mitchell foundation documents go into why you need an inventory and what should be in it. This document just covers more recent research.
- Our artists have all kinds of systems from no list, to fully complete lists of everything they have ever done. Artists are using Excel and FileMaker for comprehensive, sortable lists, and Microsoft Word, PageMaker, and InDesign for simple printable lists or catalogs. Kim Smith mentioned using QuickBooks. All of these software packages allow photos.
- Another option is to have all work loaded on a website.
- A lot of the pro gallery software is very expensive, so I didn't list it below.

Tips:

- Don't forget to list sold or donated work and put a realistic value for it.
- It can take some time to input all the information, but most software will let you import lists if they are formatted correctly.
- Don't underestimate the value of hiring a student to help you set this up.
- In your will or trust, allow some funding for web hosting fees.
- Ideally each piece should have a number starting with the date (year first)
- To get started, just start with work for your next show. Work back in time when you can.
- Add a value for work you gifted, sold or auctioned.
- Hire a college student to come in once a week to help you with inventory and computer tasks.
- Print out the inventory and keep it somewhere when heirs can find it. Back up the files.

Outline:

- Richard Bolingbroke's FileMaker system
- FileMaker add-ons
- FileMaker-similar software you can buy, already set-up for artists and galleries
- Other software made for artists, some are free
- Excel or similar (Numbers)
- Word, PageMaker, InDesign, Pages, etc.
- 2 reviews of various software
- Customer Retention Management software tip (CRM)

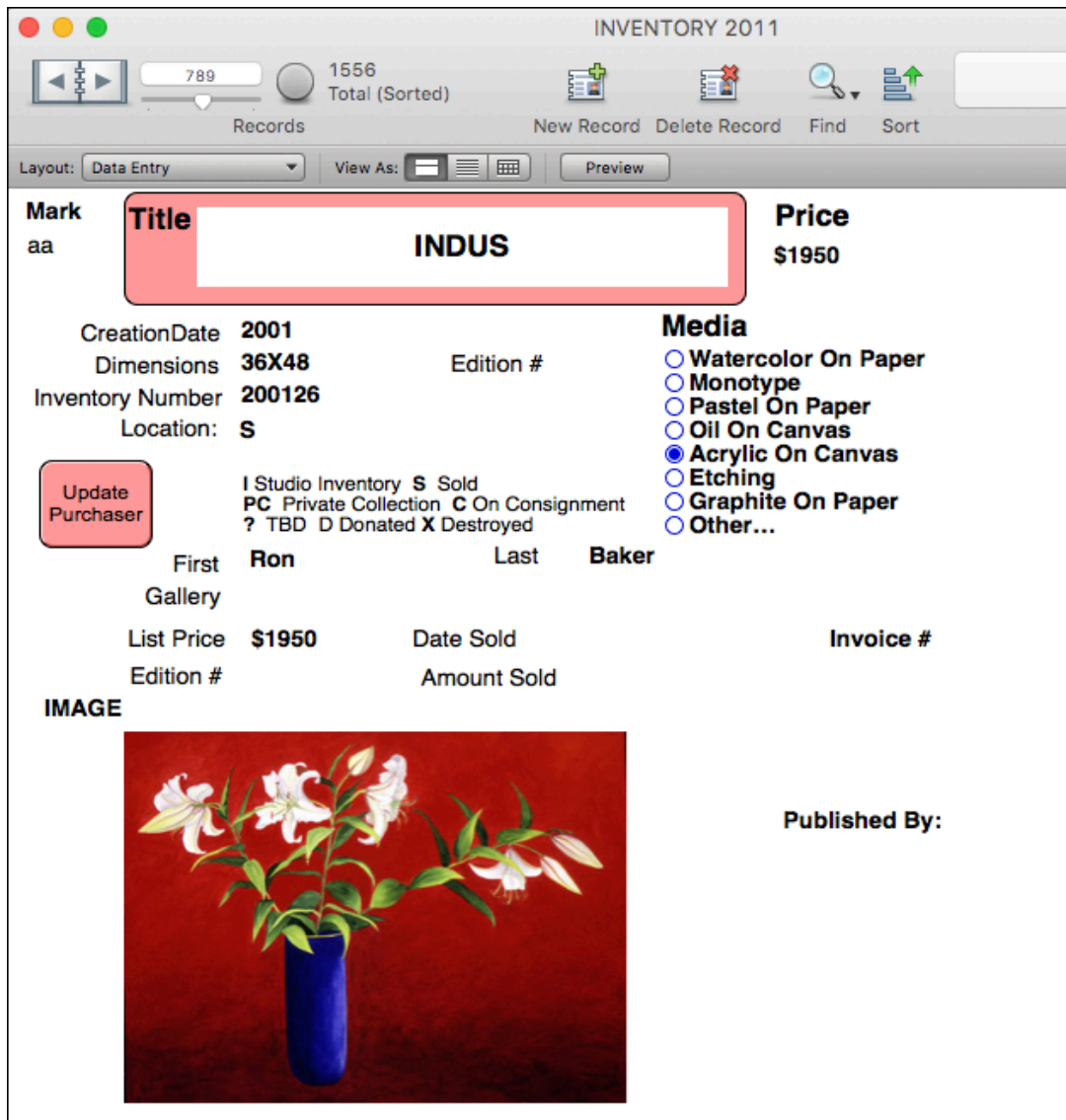
Richard Bolingbroke's Filemaker system...

Richard has a great inventory system that a friend set up in Filemaker Pro. It is similar to an index card for each piece, but since it is a database system, each card can be linked to mailing lists, pricelists, collector lists/notes, and contain all the information about each piece such as size, where the piece is, and also a photo. The system can take a vast amount of information.

Disadvantages: Cost of FileMaker. Basic Filemaker costs \$329 to \$549 for 1 computer.

You need to set up the fields for an artist's template, hire someone to do it, or try to get Richard to help you. Once set up it's not hard to update. City College and AcademyX.com have classes in FileMaker.

Here's a screenshot of Richard's system:



If you already have Filemaker, you can buy artists templates for it:

FileMaker now has some templates built in, one called "Inventory Starter Solution" but don't know if it has customer stuff in it, and there are lots of expensive (\$1700) add-ons you can buy.

Here are cheaper products set up for artists:

If anyone has tried any of these, send us reviews. This is as of July 2017. (Carolyn Crampton).

Tessera (based on FileMaker)

<http://arawak.com.au/>

Australian company, seems reputable, stable.

Cost: free for up to 30 artworks, otherwise \$99 fee (inventory, track owners, price, consignment, manage clients & expenses, mailing lists, sales), **\$289** for pro version flat-rate license (also does invoices, payments, commissions, publish to web), can be on the cloud, can add custom fields, works on windows, mac, ipad, iphone (set up might be challenging for mobile devices). If you have FileMaker you just

download one file. This seems like a good option. Judged the best by one of those reviewers. (If I didn't have a system already I would get this – Carolyn C)

eArtist (based on FileMaker)

URL: www.artscope.net/eArtist

One reviewer says it allows a quick import of information (that could be really important), \$125 one-time fee, not online, judged the best by one reviewer, not good for print editions, has mailing list, inventory, exhibit docs, invoice, import and export, truly awful-looking, old-fashioned interface.

GYST (Getting Your Sh*t Together, based on FileMaker)

URL: <https://www.gyst-ink.com/software>

<http://www.gyst-ink.com/software/>

Cost: \$59–129 one-time license. A lot of free info and services for artists on their site!!!

artwork archive

Has a monthly cheap fee, <https://www.artworkarchive.com/artists>, It's also cloud-based, all online, and you have to put your images in a drop box or online somewhere. Good for living artists. Someone has to pay the fee afterwards. Looks great. Print editions are a problem. Best designed interface, looks great.

vBook v3 (made with FileMaker), \$39 euros

URL: zofware.fr/vBook_en.html

editions also a problem here.

Artist Butler:

<http://www.lynnsoft.net>

\$30, Works on Mac or Win or devices. Not attractive, clunky. Has Inventory, invoice, portfolio, mailing list, consignment sheets.

Art Tracker (based on Filemaker) is software made by one guy, worry that it could be buggy or not updated, looks modern, http://andrewnicolle.com/all_apps/artwork-tracker-for-mac, for \$55, and mobile app for \$7.99, iphone and ipad

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Excel and Numbers

Excel lists are great for mailing lists, consecutive lists, price sheets and collector lists. You can also import pictures. The interface is not that nice but the advantage is that you may already have it or know how to use it.

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Lists in Word, PageMaker and InDesign

Nothing could be simpler than just adding a list.

Number your art by year and sequence.

Put the number on the digital file and put the picture on the list.

Print it out occasionally and put it with your will.

In your will, tell the executor how to find it on the computer.

Disadvantage: No cross-referencing and sorting.

Advantages: You can use this to spit out nice-looking price lists, and lists. If you make a pdf you can have a book printed. "Find" function very helpful.

Here's a screenshot of Carolyn's list in InDesign (before photos added):

CONTROL#	TITLE/INFO	DATES	SIZE LXW	MEDIA	SLIDE OR PHOTO?	SALE PRICE	VALUE PRICE
2003-AC12	Red Palm w/cars Cosco parking lot and Red Palm both repainted slightly in 2007 war on Iraq starts	3/5-4/8	105" x 29"	AC with sponge	d	700	
2003-AC13	Green traffic early one of the 'cheesy' series, inspired by night bombing on CNN	4/30/03	30x34	AC with sponge	d	950	
2003-AC14	teal cars repainted and ruined			AC	?		destroyed
2003-OIL	Wood\$ reworked slightly, again in 2004		oil		slide		needs work
2003-DWG1-5	nice ink drawings in drawing group		18x24?	ink	no	45	
2003-DWG1	sent ink portrait to the model Oteino		18x24?	ink	gift		90
2003-AC15	red traffic one of the 'cheesy' series, now it is under the Redwood Branch painting	5/2/03	40x30	AC, with sponge and roller	d		destroyed
2003-AC16	purple traffic one of the 'cheesy' series, painted over	5/2/03		AC, ink, glass beads	no		destroyed

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2 reviews of artists software:

<https://blog.christinewongyap.com/2015/07/25/artists-inventory-software-reviewed/>

<http://andreinadavila.com/best-business-apps-for-visual-artists-mac/>

It would take some time to input everything into these systems.

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Customer Retention Management software

Carolyn researched Customer Retention Management software. Companies who have a sales force using **CRM** software to keep track of who has been contacted, how many times, in what ways and use it for mailing lists. There are many companies who make it. She finally picked a service called **Insightly.com**, which is free but getting the list in there is time-consuming. Also it doesn't link to the inventory.