

TENTERFIELD SHIRE COUNCIL

POLICY STATEMENT

HEADING:

Special Exhibitions Collection

MEETING ADOPTED AND RESOLUTION NO.:

**23 August 2017
168/17**

HISTORY OF DOCUMENT PREVIOUSLY ADOPTED:

28 November 2003	657/03
18 November 2004	590/04
24 April 2013	115/13
18 May 2016	120/16

Introduction:

The object of this policy is to define the general conditions relating to the acquisition and deacquisition of artefacts and print and non-print resources by Tenterfield Public Library for use in temporary exhibitions in any area of the School of Arts complex. The items in this collection fall outside the criteria which govern the Sir Henry Parkes' Memorial School of Arts Collection.

Policy:

1. General Policy

Council recognises that public interest in any part of the School of Arts complex can be stimulated by special temporary exhibitions which do not necessarily relate to Federation or Sir Henry Parkes, e.g., Library or Theatrical exhibitions. The exhibits will be collected and stored under conditions determined by Council and implemented by the Senior Economic Development Officer & Senior Librarian.

2. Acquisition of Exhibits

2.1 Donations and Loans

As storage space is strictly limited, temporary loans will generally be preferred to donations. A panel consisting of the Director of Strategic Planning & Environmental Services, Senior Economic Development Officer, Senior Librarian and Cultural Development Officer will review potential donations for inclusion. A loan agreement will be prepared for all items loaned for temporary exhibition. Outright donations accepted for the Collection will be recorded in a Deed of Gift.

2.2 Purchase

The Panel shall make determinations upon the proposed purchase of items on the basis of their desirability as exhibition resources. Acquisitions may be

funded by external sponsorship, if available, or from relevant Council allocations.

3. Catalogue

All items entering the Collection, whether on a permanent or temporary basis, will be catalogued in accordance with the standards of the School of Arts Museum database.

4. Deaccession

The Panel shall determine if items are to be deaccessioned on the basis of at least one of the following:

- The object lacks physical integrity.
- Council is unable to provide adequate care and conservation for the object.
- The object is no longer deemed useful for exhibition purposes.

5. Disposal

Deaccessioned objects should be sold, if possible, or donated to interested organisations.

