

**8. AKAROA MUSEUM ADVISORY COMMITTEE - 4 JULY 2007**

**AKAROA MUSEUM ADVISORY COMMITTEE  
4 JULY 2007**

**A meeting of the Akaroa Museum Advisory Committee  
was held on Wednesday 4 July 2007 at 10:04am**

**PRESENT:** Steve Lowndes (Chairman), Jane Chetwynd (Friends of Akaroa Museum), Victoria Andrews (Community representative) and Lynda Wallace, Museum Director.

**APOLOGIES:** Elizabeth Haylock (Friends of Akaroa Museum)

The Committee reports that:

**1. MINUTES OF MEETING HELD ON 7 MARCH 2007**

The Committee **resolved** that the reports of the meeting held on 7 March 2007 be confirmed as a correct record of the proceedings of that meeting.

**2. MATTERS ARISING**

**2.1 INTERPRETATION PANELS**

The Museum Director advised that no progress had been made on the interpretation panels.

**2.2 MEDIA RELEASES**

Ms Chetwynd informed members that she had not been contacted by the Communication Adviser and asked that the Museum Director keep the Friends informed of any media statements regarding the Museum.

**2.3 DRAFT COLLECTION POLICY**

The Draft Collection Policy, along with the existing Collections and Policy Statement for the Akaroa Museum had been circulated with the agenda.

The Museum Director spoke to the Draft Policy explaining each section of the document.

Members discussed the Draft Collection Policy in full detail and made the following suggestions:

- **Museum Name Change**  
Since the Museum's area of activity is Banks Peninsula wide, it was suggested that consideration be given to have the Museum's name reflect that. Members felt this idea needs to be discussed further.
- **Item 2.1 Accessibility**  
Delete the word "threatening" on second line and insert "compromising"
- **Item 2.6 Relevance**  
"Interpretation" should be included in this heading under Item 2.6. and that this be expanded on under the explanation of this item.

- Item 3.0 Mandate to Collect  
Include the word “Trust” after Langlois-Eteveneaux Museum “Trust” Board.
- Item 4 Responsibility  
Second sentence to read “the director of the Akaroa Museum is responsible for implementation of this policy, with advice when requested from the Akaroa Museum Advisory Committee.  
  
Members also agreed that Insurance, Risk Management and Transportation could be sited under Item 4 with the appropriate explanations.
- Item 5.3 Geographical Boundaries  
Include the word “generally” on the first line after ‘The Akaroa Museum will generally confine.
- New Heading  
Following 6.2 insert new item 6.3 - “Guidelines”, along with appropriate explanation.
- Item 7.1 Gifts  
First sentence to be altered to be of a more positive statement.  
  
Third bullet point to read “The Museum is under no obligation to display objects either permanently or on a periodic basis, but objects in storage will be available for research purposes by prior arrangement with museum staff”.
- Item 7.4 Bequests  
First sentence to be altered to be of a more positive statement.
- New Heading  
Following 7.5 new item 7.6 - “Research Projects” and to include Oral History explanation
- Item 7.6 Documentation will become Item 7.7
- Item 8.2 Safety Considerations  
Add the word “knowingly” on the first line to read “The Museum will not knowingly collect objects which might be dangerous, either to the Museum building and environment, or to staff and visitors”.
- Item 8.6 Wheeled Vehicles  
Add the words “generally” and “may be” to read “The Museum will not generally collect wheeled vehicles, recognising the limitations on its available storage and display spaces and that they may be objects more appropriately collected by other museums in the area”.
- Item 9.1 Presumption Against Disposal  
Delete the first “there” and “can”. Paragraph to read “Although there is a strong presumption that objects once in the Museum collection should remain in the collection, there may be occasions when items are no longer relevant to the overall context of the collection and may be considered for disposal (or de-accessioning)”.
- Item 9.4 Consideration by Advisory Committee  
Extra wording to be added to paragraph to read “Details of the proposed de-accessions, in the form of a report and recommendation from the Museum Director, will be placed before the Akaroa Museum Advisory Committee for advice”.
- New Heading 9.5 De-accessioning Decisions and appropriate explanation.

- Item 9.5 number to change to Item 9.6 Methods of Disposal  
This item to be altered as follows:  
Should the de-accessioning proposal be decided, items may be disposed of in one of the following ways:
  - returned to original owner or their family, Trustee or legal representative
  - exchange or gifted to another museum
  - sold (in which case all the proceeds are to be used for acquiring further collection items for the Akaroa Museum)
  - destroyed or re-cycled
- Item 11.0 Review of Policy

Members present were agreeable to a five yearly review of the document.

The Museum Director was asked to make the above changes and submit the draft document back to the September meeting of the committee.

### **3. DIRECTOR'S UPDATE**

The Museum Director spoke briefly on each item of her update, which had previously been circulated with the agenda.

It was noted that visitor numbers were up significantly from the previous year.

The Chairman offered to present his talk "Joined at the Hip" previously delivered at the art Gallery in Christchurch. It was suggested that this could be arranged for the end of July.

### **4. FRIENDS OF AKAROA MUSEUM - PRESIDENT'S REPORT**

Ms Chetwynd spoke briefly on the activities of the Friends of the Museum. She informed members that the Art Gallery had agreed to donate the frame for the "Rehutai" photo by Neil Pardington. She said the Art Gallery Director has been invited to speak at the Friends' AGM and could unveil the photo at that time.

Ms Chetwynd advised that the oral history project was continuing.

### **5. OTHER BUSINESS**

#### **5.1 KATAORE**

Ms Andrews suggested that the Museum Director contact the Auckland Museum to enquire whether a greenstone mere known as Kataore could be lent to the Akaroa Museum as it was associated with the history of the Takapuneke Reserve.

#### **5.2 NEXT MEETING**

The next meeting of the Akaroa Museum Advisory Committee is set down for Wednesday 12 September 2007.

The meeting closed at 11:43 a.m.

### **STAFF RECOMMENDATION**

That the Board receive this report. (Please note this report has not yet been confirmed by the Akaroa Museum Advisory Committee).