



## Museum Advisory Committee Meeting

7 September 2022

# Minutes

To: Museum Advisory Committee Meeting Members and Councillors.

Here within are the Meeting Minutes of the Museum Advisory Committee Meeting, held on the above-mentioned date in the Shire of Toodyay Council Chambers, 15 Fiennes Street, Toodyay WA 6566.

A handwritten signature in black ink, appearing to read 'Suzie Haslehurst', is written over a light blue wavy background element.

Suzie Haslehurst

**CHIEF EXECUTIVE OFFICER**



**Preface**

When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the next Committee Meeting, where the Minutes will be confirmed subject to any amendments made by the Committee.

The "Confirmed" Minutes are then signed off by the Presiding Person.

Attachments that formed part of the Agenda, in addition to those tabled at the Meeting are incorporated into separate attachments to these Minutes.

**Unconfirmed Minutes**

These minutes were approved for distribution on 9 September 2022.



Suzie Haslehurst

**CHIEF EXECUTIVE OFFICER**

**Confirmed Minutes**

These minutes were confirmed at a meeting held on 7 December 2022.

Signed: Philip D. Hart.....

*Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.*

# CONTENTS

1	DECLARATION OF OPENING .....	4
1.1	ANNOUNCEMENT OF VISITORS .....	4
1.2	RECORD OF ATTENDANCE AND APOLOGIES.....	4
1.3	DISCLOSURE OF INTEREST.....	4
2	MINUTES AND ADDITIONAL INFORMATION .....	4
2.1	CONFIRMATION OF MINUTES.....	4
2.2	REVIEW OF STATUS REPORT .....	5
2.2.1	Review of Status Report .....	5
2.3	INWARD/OUTWARD CORRESPONDENCE.....	5
3	BUSINESS LEFT OVER FROM PREVIOUS MEETING (IF ADJOURNED).....	5
4	OFFICER REPORTS .....	5
4.1	Museum Advisory Committee Update .....	5
5	OTHER BUSINESS / NEW BUSINESS OF AN URGENT NATURE .....	8
6	CONFIRMATION OF NEXT MEETING.....	8
7	CLOSURE OF MEETING.....	8

**1 DECLARATION OF OPENING**

Cr P Hart, Chairperson, declared the meeting open at 4.01pm.

**1.1 ANNOUNCEMENT OF VISITORS**

Nil.

**1.2 RECORD OF ATTENDANCE AND APOLOGIES**Members

Cr P Hart	Councillor (Chair) (via zoom)
Mrs E Frayne	Community Representative
Ms J Edgecombe	Community Member
Mr B Keens	Community Representative (may be an apology but may - <i>arrived at xxpm</i> )

Staff

Ms T Bateman	Manager Corporate and Community Services
Mrs M Eberle	Museum Curator/ Cultural Heritage Office
Mrs K Hardie	Economic Development Coordinator
Mrs M Rebane	Executive Assistant

Visitors

Nil

Apologies

Mr B Keens	
Cr S McCormick	Councillor
Cr M McKeown	Councillor

**1.3 DISCLOSURE OF INTEREST**

The Chairperson advised that no disclosures of interest in the form of a written notice had been received prior to the commencement of the meeting.

**2 MINUTES AND ADDITIONAL INFORMATION****2.1 CONFIRMATION OF MINUTES****2.1.1 Minutes of Meeting held on 1 June 2022**

OFFICER'S MAC005/09/22	RECOMMENDATION/MAC	RESOLUTION	NO.
<b>MOVED</b>	Mrs E Frayne		
That the Unconfirmed Minutes of the Museum Advisory Committee Meeting held on 1 June 2022 be confirmed.			
			<b>MOTION CARRIED 4/0</b>

## 2.2 REVIEW OF STATUS REPORT

### 2.2.1 Review of Status Report

Attachments:	1. Updated Status Report.
--------------	---------------------------

The Updated Status Report of the MAC Meeting from 1 June 2022 is attached.

## 2.3 INWARD/OUTWARD CORRESPONDENCE

Nil.

## 3 BUSINESS LEFT OVER FROM PREVIOUS MEETING (IF ADJOURNED)

Nil.

## 4 OFFICER REPORTS

### 4.1 Museum Advisory Committee Update

Date of Report:	30 August 2022
File Reference:	COC4
Author:	M Eberle – Museum Curator and Cultural Heritage Officer
Responsible Officer:	T Bateman – Manager Corporate and Community Services
Attachments:	<ol style="list-style-type: none"> <li>1. Museum Collection and Conservation Management Policy;</li> <li>2. Museum Interpretation and Exhibition Policy;</li> <li>3. August 2022 Art Collection review summary</li> </ol>

### PURPOSE

To provide information on current activities involving the Shire Museum and its collections.

### BACKGROUND

This update follows on from a verbal report presented at the Museum Advisory Committee meeting in June 2022.

### COMMENTS AND DETAILS

This report is on current activities – no further actions are recommended.

#### Gnulla Karnany Waangkini (Our Truth Telling) Project

A cultural ceremony to mark the official launch of this project is planned for 8 Sept 2022. Preparations are well underway for this event which will be professionally filmed. Local Aboriginal elders will be attending as well as dignitaries. The event will be held at the Wicklow Shearing Shed and in front of the Newcastle Police Stables. There will be dancing and morning tea for invited guests. An important aspect of the event is planned to be the

smoking ceremony at the Stables and the Gaol. This will perform the role of healing and cleansing the site.

Ten new information boards about dark history and four updated information boards about Noongar traditional life have been installed at the Newcastle Gaol Museum. Two updated information boards have been installed at Connor's Mill. When this report was prepared, there were more information boards being prepared for installation at the Wicklow Shearing Shed, at a former camping place by the Avon River in the township, at the Information Bay and at the front of the Gaol. It is hoped this will be completed in time for the cultural ceremony.

This project has come to the attention of the organisers of the 2022 WALGA Aboriginal Engagement and Reconciliation Forum being held on 5<sup>th</sup> October. The theme this year is Kanan-Dhabagard-Wabirriny (Truth-Justice-Healing) and the Shire and the Noongar Kaartdijin Aboriginal Corporation have been invited to make a presentation at the event.

### Collections

- Transcriptions
  - Toodyay Police Station Occurrence Book 1860-1861 – initial draft of transcription is continuing with the help of volunteers, completed up to October 1861.
- New uploads to the Collections WA website of information about our museum collection are continuing. A number of queries have been received recently from people who are following up their research from our online records.
  - 1,662 records now created
  - New collection category created titled "Commemorative".

### Displays

- Two more existing signs located in cell displays about Growing up in Toodyay and Trades are being upgraded from foam core to aluminium with vinyl overlay. The text is also being updated to also include information about Noongar experiences in these areas.

### Promotion

- Toodyay Herald - regular promotion of the Shire's photographic collection on p.4
- Social media - the Newcastle Gaol Facebook Page has been reactivated and the Toodyay Museums Facebook Group continues to grow and now has 621 members (compared with 565 members on 17 May 2022).
- The Getaway program about the Avon Valley (filmed in May) was finally broadcast on 15<sup>th</sup> August and featured a short segment about the Newcastle Gaol.

### Public programs / public engagement

- During the July school holidays the Newcastle Gaol Museum and the Toodyay Visitors Centre partnered with the promotion of the Geocaching Trail around the Toodyay Tourist Precinct. There are 8 caches to be found, two of which are located at Connor's Mill and the Newcastle Gaol Museum site. Prizes were offered to those who attempted the trail.

### Volunteers

A new front-of-house volunteer, Wendy, will be commencing duty at the Gaol on Tuesdays from next week. This will enable us, with present volunteer staffing levels, to cover every day, except one.

### Policy review

The following policies relating to the management of the museum are due for review.

- 0.4 Museum Collection and Conservation Management
- 0.3 Museum Interpretation and Exhibition

It is proposed that this committee undertake a workshop, at a date to be set at this meeting, to review these policies. The policies are attached to this report. Following the workshop, a report to Council with recommendations will be made.

### Art Collection

A review of the Shire of Toodyay's art collection has been undertaken following professional photography of the artworks. A summary is attached to this report. It is proposed that this committee undertake a workshop, at a date to be set at this meeting, to consider options regarding the management of the art collection in the future. Following the workshop, a report to Council with recommendations will be made.

Note: Information about the art collection has been added to the museum database (named Mosaic) to facilitate its more efficient management in the future. The Museum Collection and Conservation Management Policy, however, does not currently include modern artworks as a collection category.

Museum Curator/ Cultural Heritage Officer provided an update on the work involved with the celebration scheduled for tomorrow. Clarification was sought in regard to attendees.

#### **OFFICER'S RECOMMENDATION/MAC RESOLUTION NO. MAC006/09/22**

**MOVED** Ms J Edgecombe

That the Museum Advisory Committee recommends to Council the following:

That Council receives the Museum update report on current Activities – Shire Museum and its Collections.

**MOTION CARRIED 3/0**

## 5 OTHER BUSINESS / NEW BUSINESS OF AN URGENT NATURE

Clarification was sought in regard to the following:

- **Procedural Manual for Collection Management:** It was advised that the only collections management document for the museum is the Collections Management Policy attached to the MAC report. There are 20 documents relating to collection management that Margie will forward to members.
- **The Museum Strategy document:** is on the Shire's website here: <https://www.toodyay.wa.gov.au/documents/18/museum-5-year-strategy>
- **The overdue review date of the policies for Museum Interpretation and Collection:** these are currently in the old format and were last reviewed in 2019 and 2017 respectively. The review date is an anomaly. The section in the policy for review should either be removed, or if left there, the document table should reflect that. In any case, once the policies are revised and put into the new format in accordance with the Corporate Documents Policy, any issue will be rectified.

**Action:** in person Museum workshop session to be arranged for *Review of the Art Collection, the Museum Strategy, and Review of the two Museum Interpretation and Collection policies* for 13 Oct 2022 at 9.00am to 11.00am. Discussion to be had before workshop and points to be raised at the workshop for further consideration.

## 6 CONFIRMATION OF NEXT MEETING

The next meeting of the Museum Advisory Committee is scheduled to be held on 7 December 2022 commencing at 4.00pm.

## 7 CLOSURE OF MEETING

The Chairperson closed the meeting at 4.38pm.





# **ATTACHMENTS MINUTES**

**Museum Advisory Committee Meeting**

**Wednesday, 7 September 2022**



## Table of Contents

---

2.2.1	Review of Status Report	
	Attachment 1 Updated Status Report.....	4
4.1	Museum Advisory Committee Update	
	Attachment 1 Museum Collection and Conservation Management Policy; .....	5
	Attachment 2 Museum Interpretation and Exhibition Policy; .....	10
	Attachment 3 August 2022 Art Collection review summary.....	13

**MAC STATUS REPORT**  
**Museum Advisory Committee**

*Supporting Officer*  
*Manager Corporate & Community Services*



Meeting Date	Purpose	Recommendation and/ or Resolution	Target date for completion	Actioned by	Completion Date	Meeting Commentary
25/11/2021	Virtual portrait gallery of Toodyay Museum Volunteers over the years	Use of the history of the museum booklet with some pictures – instead of feeding the volunteers, grant funding can be utilised through creation of a virtual gallery	ASAP	M Eberle	t.b.a.	7.9.22: Ongoing. Still not a top priority at present time but the project will be addressed. Keep in abeyance until next year.



## 0.4 Museum Collection and Conservation Management

### Introduction

This policy aims to guide the management of the Shire of Toodyay collections and the environments in which it is stored or displayed. The objective of this policy is to provide guidelines for correct documentation, exhibition, storage and conservation of the Shire of Toodyay collection.

### Application

This policy applies to all employees at the Shire of Toodyay and it is a requirement that all employees adhere to this Policy. Breaches of this Policy may result in disciplinary action.

### VISION STATEMENT:

The Museum is a welcoming place where the community conserves and shares Toodyay's unique heritage.

### MISSION STATEMENT:

The Museum conserves, interprets and promotes Toodyay's unique cultural and environmental heritage by using a range of technologies and active public programs to attract and engage visitors of all ages.

### TERMINOLOGY

<b>Collection:</b>	Refers to the significant objects, photographs, artworks, documents and books that represent the history and people of the Shire of Toodyay.
<b>Preventive Conservation*:</b>	The process of reducing rates of deterioration for a whole collection to minimize further damage (Western Australian Museum).
<b>Provenance:</b>	Refers to the confirmable history of the ownership and usage of an object.
<b>Patina of age:</b>	Physical signs of age that contribute to the significance of an object.
<b>Interventive Conservation*:</b>	The process of intervening with individual objects that have sustained damage in order to halt and prevent further damage (Western Australian Museum).
<b>Restoration*:</b>	The process of not only intervening but repairing the damaged object (Western Australian Museum)

*\*Note: Preventive Conservation is the optimum way to treat objects in the collection followed by Interventive Conservation. Restoration should only be considered in extreme circumstances.*



## Museum Advisory Committee

The Museum Advisory Committee is to be consulted on acquisition and deaccession of objects to and from the Museum.

### POLICY STATEMENT

#### 1. Acceptance of Material into the Collection

Acceptance into the collection will be subject to:

##### 1.1. One of the following themes:

- 1.1.1. Those objects that relate to the Indigenous cultural history of the Shire of Toodyay.
- 1.1.2. Those objects that document or relate to the exploration and settlement of the Shire of Toodyay.
- 1.1.3. Those objects that relate directly to law and order, law enforcement, convictism in the region, the Police Force in the region and those relating directly to imprisonment, life and conditions in the Newcastle Gaol or the region to become the Shire of Toodyay.
- 1.1.4. Those objects that relate directly to Connor's Mill in its usage as a mill and a power station;
- 1.1.5. Those objects that relate to Toodyay's involvement in military conflict;
- 1.1.6. Objects that fall outside the region but are relevant to one of the above criteria may be considered for acquisition into the primary collection. Alternatively they may be documented, photographed and returned to the donor, or used in a secondary collection (eg. For educational purposes).
- 1.1.7. Those objects that relate to the ~~natural~~ environmental history of the Shire of Toodyay.

1.2. Whether objects are considered, upon assessment, to be significant to the Shire of Toodyay, where significant refers to the historic, aesthetic, scientific and social values of an object.

1.3. Objects will only be accepted into the museum in accordance with the Museums Australia Inc. Code of Ethics, 1999, which supports the "international efforts of UNESCO, ICOM and other organisations to control and eliminate international trafficking in stolen and/or illegally exported works of art (particularly of indigenous peoples), antiquities, endangered or protected animal and plant species, and any other museum object". Objects must also be accepted in accordance with Local, State and Federal laws regarding our National Heritage (see Australian Government's *Environment Protection and Biodiversity Conservation Act 1999* at <http://www.environment.gov.au/epbc/>)

#### 2. Acquisition of Objects

2.1. Objects will be acquired by donation, purchase or bequest.

2.2. No object will be acquired that is constrained by any limitations.

2

18/12/2019

V4 – Policy 0.4 Museum Collection and Conservation Management

\*\*\* This Document is not controlled once it has been printed \*\*\*



- 2.3. The intending donor must have legal title to the object, and be willing to pass legal title to the Museum.
  - 2.4. Acquisition should not duplicate materials already in the collection unless for the exceptional purposes of education, comparison or condition.
  - 2.5. Objects shall be collected only if in manageable condition and it is deemed possible for the Museum to safely document, conserve, preserve, store, display or interpret the objects without duress to its resources. This includes provenance of the object as well as physical condition.
  - 2.6. All objects accepted into the collection will be accessioned, by the Curator or appointed Shire of Toodyay staff, in accordance with the Shire of Toodyay Procedural Manual for Collection Management of the Toodyay Museum Collection.
- 3. Object Storage**
- 3.1. All objects are to be stored in accordance with the Shire of Toodyay Procedure Manual for Collections Management.
- 4. Safe Handling of Objects**
- 4.1. Objects will be handled in accordance with the Museums Australia Inc Museum Methods practical manual extract.
- 5. Loans (Incoming and Outgoing)**
- 5.1. Loans shall be processed in accordance with the Shire of Toodyay Procedural Manual for Collection Management of the Toodyay Museum Collection.
  - 5.2. Objects will not be accepted on a short term loan for purposes other than for an event, exhibition or research.
  - 5.3. Long term loans are unacceptable to the Museum. Three options exist for long term loans:
    - 5.3.1. The owner offers the object by donation;
    - 5.3.2. The owner bequest the object; or
    - 5.3.3. The object is documented, photographed and entered on the database, then returned to the owner.
  - 5.4. Proper documentation shall accompany all incoming and outgoing loans.
- 6. Deaccession of Objects**
- 6.1. Deaccession may only be undertaken due to duplication, condition, or irrelevance to the collection.
  - 6.2. Deaccession by sale is only acceptable if the proceeds contribute to the conservation aims of the collection.
  - 6.3. Disposal of the object must comply with the Museums Australia Inc. Code of Ethics.



- 6.4. Deaccession will take place in accordance with the Shire of Toodyay Procedural Manual for Collection Management.
- 6.5. Full documentation of all deaccessions will take place.
- 7. Conservation**
  - 7.1. Conservation and conservation practice must be the primary concern when using the collection particularly in reference to exhibition and display.
  - 7.2. Only staff and volunteers that have been trained in Safe Handling Procedures will be allowed access to the collection.
  - 7.3. Conservation treatment or restoration of objects will only be conducted by, or under the supervision of, a qualified conservator.
  - 7.4. Any conservation treatment of object/s should be done in such a way that retains the significance, patina of age and evidence of use of the object/s. wherever possible, conservation treatments should be reversible.
  - 7.5. The Museum will take every precaution to avoid accidental damage or loss to the collection through fire, flood, water damage, theft, vandalism, accident and damage from environment. Guidance is to be taken from Be Prepared: Guidelines for Small Museums for Writing a Disaster Preparedness Plan, Museum Methods: a Practical Guide to Managing Small Museums and Recollections: Caring for Collections across Australia.
  - 7.6. The public will not be allowed to physically handle the collection unless under the direct supervision of the Curator.
- 8. Policy Review**

Policy to be reviewed every three years.





**Reference Information**

**Related Documents**      Museum Strategy

**Related Legislation**      *Local Government Act 1995 (WA)*

**Associated Forms and Attachments**

**Version Control Information**

Version No.	Issue Date	Nature of amendment	Developed By	Approved By
V4	18/12/2019	Amended	MCD	Council

**Document Control Information**

<b>Document Theme</b>	Governance
<b>Document Category</b>	Community Development
<b>Document Title</b>	Museum Collection and Conservation Management
<b>Document ID</b>	O.4
<b>Document Owner (position title)</b>	Manager Community Development
<b>Author (position title)</b>	Manager Community Development
<b>Date of approval</b>	17/12/2019
<b>Approving authority</b>	Council – Council Res. No. 314/12/19
<b>Access restrictions</b>	Nil
<b>Date Published</b>	20/03/2020
<b>Date of last review</b>	02/12/2019
<b>Date of next review</b>	02/12/2021
<b>Archived antecedent documents and previous versions</b>	Amended OCM 21 May 2009 Reviewed OCM 13 May 2010 Amended OCM 19 June 2012 Amended OCM December 2019

5

18/12/2019

V4 – Policy 0.4 Museum Collection and Conservation Management

**\*\*\* This Document is not controlled once it has been printed \*\*\***



## 0.3 Museum Interpretation and Exhibition

### **STATEMENT OF INTENT**

This policy aims to guide the interpretation of materials within the Shire of Toodyay collection.

### **APPLICATION**

This policy applies to all employees at the Shire of Toodyay and it is a requirement that all employees adhere to this Policy. Breaches of this Policy may result in disciplinary action.

### **OBJECTIVES:**

1. To create entertaining, educational and interactive displays within the Museum that appeal to the target audiences.
2. To design a style, use of space and branding appropriate to the theme of the individual exhibition, without being detrimental to the existing exhibitions.
3. To improve the aesthetic appearance of the museum internally.

### **TERMINOLOGY**

Interpretation:	The act of providing information or conveying knowledge about an object or theme. The physical evidence of this including wall panels, information sheets, text labels and diagrams.
Thematic Interpretation:	The method of interpreting objects by historic themes as opposed to general classification.

### **TARGET AUDIENCE**

Previous studies of visitor data has shown the key visitation demographics to be people visiting from out of town fitting the following groups;

- Parents with young families
- Semi-retirees (age demographic of 50+)
- Retirees (65+)
- Primary school groups
- Social groups (usually 65+)

Interpretation and exhibitions should be designed with this audience in mind. Displays should always be designed to also appeal to the local community. In future efforts could be made to attract young couples and individuals aged 18 - 35.

1

18/12/2019

V.04 Policy 0.3 Museum Interpretation and Exhibition

**\*\*\* This Document is not controlled once it has been printed \*\*\***



### Policy Statement

1. The Museum aims to create displays and interpretation of a high professional standard.
2. Permanent displays are to interpret the main theme of collection as stated below;
  - 2.1 Those objects that relate to the Indigenous cultural history of the Shire of Toodyay.
  - 2.2 Those objects that document or relate to the exploration and settlement of the Shire of Toodyay
  - 2.3 Those objects that relate directly to law and order, law enforcement, convictism in the region, the Police Force in the region and those relating directly to imprisonment, life and conditions in the Newcastle Gaol or the region to become the Shire of Toodyay.
  - 2.4 Those objects that relate directly to Connor's Mill in its usage as a Mill and a Power station.
  - 2.5 Those objects that relate to Toodyay's involvement in military conflict.
  - 2.6 Those objects that relate to the environmental history of the Shire of Toodyay.
3. Thematic interpretation principles are to be used as the best practice for displays and displays should be created with meaningful context.
4. Interpretation of objects on display is not to compromise the conservation considerations of an object. It is recognised that deterioration of objects may occur within the course of normal museum use however interpretation should never increase risk to an objects condition.
5. All interpretation is to be based on the best research available and be as accurate and accessible as possible.
6. The museum is to use a range of interpretive strategies to appeal to the diversity of the target audience and encourage visitor and community participation. Each should be designed in a format and media appropriate to the target audience.
7. Exhibitions and displays are to be designed in a manner that best facilitates public access to the displays, within the constraints of the buildings.

### POLICY REVIEW:

This policy should be reviewed every three years.

2

18/12/2019

V.04 Policy 0.3 Museum Interpretation and Exhibition

\*\*\* This Document is not controlled once it has been printed \*\*\*



**Reference Information**

**Related Documents**                      Museum Strategy

---

**Related Legislation**                      *Local Government Act 1995 (WA)*

---

**Associated Forms and Attachments**

**Version Control Information**

Version No.	Issue Date	Nature of amendment	Developed By	Approved By
V4	18/12/2019	Amended	MCD	Council

**Document Control Information**

<b>Document Theme</b>	Governance
<b>Document Category</b>	Services to the Community
<b>Document Title</b>	Museum Interpretation and Exhibition
<b>Document ID</b>	0.3
<b>Document Owner (position title)</b>	Manager Community Development
<b>Author (position title)</b>	Manager Community Development
<b>Date of approval</b>	17/12/2019
<b>Approving authority</b>	Council – Council Resolution No. 314/12/19
<b>Access restrictions</b>	Nil
<b>Date Published</b>	20/03/2020
<b>Date of last review</b>	02/12/2019
<b>Date of next review</b>	02/12/2021
<b>Archived antecedent documents and previous versions</b>	Reviewed Council Meeting 21 May 2009 Amended Council Meeting 13 May 2010 Amended Council Meeting 12 June 2012 Amended Council Meeting December 2019

3

18/12/2019

V.04 Policy 0.3 Museum Interpretation and Exhibition

**\*\*\* This Document is not controlled once it has been printed \*\*\***

Art Collection review August 2022 Summary

Margie Eberle

**What comprises the Shire of Toodyay art collection?**

Following is a list of framed artworks that are currently considered to comprise the Shire of Toodyay art collection.

(More details about these works are included in the original report.)

Untitled by Gemma Galova

2am December 30 by Greg Warburton

Golden Landscape Toodyay by John Michinson

Untitled by Irene J Wilson

Old Fire Station Toodyay by Margot Watkins

Untitled by Patricia Hutchinson

Mrs O'Reilly's Cottage by Kaye Devlin

The Pelican by Wendy Lewer

Untitled by WF Meston

Les Purser by Greg Warburton

Mounted photograph of lightning strike above the Toodyay Post Office

Colours of a Sunflower Garden

Limited edition print, St George's Tce 1978

Connor's Bridge by Wendy Lewer

Garden Centre by Helen Devenish

The Footbridge, Toodyay by Wendy Lewer

View over Farmland by Sally Craddock

Old Courthouse, Toodyay by Jane Widdowson-Gray

Blue Irises by John Mitchinson

The Old Shed at Sunrise by Jesse Collins

Truck and Tractor by Margot Watkins

Pride and Joy by Mike Green

Mother's Day by Margaret Sommerville  
Tests of Time by Beth Walker  
Golden Glow by John Mitchinson  
Avon River 4 by Betty Toms  
Illustration, untitled by Wendy Binks  
Toodyay and Newcastle applique panel by Toodyay Ragbags  
Moondyne Joe series of 5 works by Bruce Marshall  
Dumbarton Bridge by V. Atyeo  
The Avon by Wendy Lewer  
Margot's Tree by Sally Craddock  
Untitled by Sarah Miles

High resolution photography of the collection

These artworks were re-photographed in high resolution in early August 2022.

Images are now held in jpg and tiff formats. The tiffs files are quite large to allow for their possible use in publications and promotions in the future. A high resolution photograph will also provide a record of the condition of an artwork at a particular time.

In order to manage the storage and retrieval of the images and to retain any additional information gathered about the artworks it was decided to add them to the same database being used to manage the museum collection.

**Moving forward.**

Implications for inclusion of these works into the museum's Mosaic database

The newly created Shire of Toodyay Artworks records will initially form a dedicated subset so they can be managed separately from the museum collection which has its own very specific Collections Policy and Exhibition & Display Policy.

Defining the parameters of the Shire of Toodyay Art Collection (Art collection policy?)

Are there plans to continue to add to the Shire of Toodyay Art collection?

What is the current acquisition criteria for works acquired at the Toodyay Show? Will this practice be continuing?

From here on in should there be defined parameters for adding to the collection (if this is what we are going to do) i.e. local artists, local subjects etc.? Would there be a purpose for the collection? i.e. for public display, or to reflect the cultural identity of Toodyay including its people, history, place etc.

What type of artworks will be included in the future? Sculptural works for indoor &/or outdoors? Ceramics? Will outdoor murals be defined as part of the art collection? Or will the collection only be framed works?

Should the art collection only include modern works?

We have a Public Arts Policy, should a separate policy be developed to guide acquisition of new pieces into the collection or should the existing policy be modified?

Should the current Museum Collections Policy be amended to include the collection of artworks or should there be a separate policy? Note: The management of a museum collection containing historic objects can be quite different to the care and curation of a modern art collection.

*Making decisions now on the purpose of the art collection will clarify what resources should be dedicated to its care, and future actions regarding storage and display of artworks.*

#### Add to the Shire's art collection?

A set of seven large, framed prints have been hanging in the Community Centre since its opening in April 1992. There are no markings on the backs of the frames and no written information on their origin can be found.

After all this time it would seem reasonable to assume the Shire has ownership of these prints.

All have the same decorative wooden frame with gilded metal insert, print mounted on cream matt, Perspex covered, and 1200mm x 900mm. Example below, "Day of Rest".

All were photographed in high resolution on 1<sup>st</sup> August 2022.



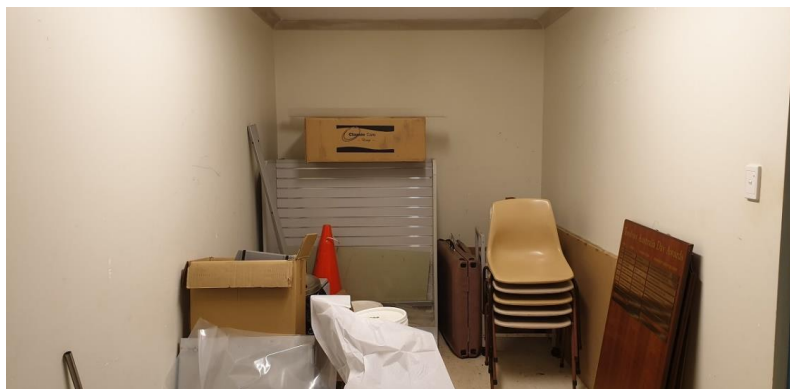
*Storage capacity of the art collection will have to be considered carefully if these are included in the Shire's Art Collection.*

*What will happen to these framed prints if they are not added to the art collection?*

#### Artworks Storeroom

A dedicated place should be established for storage of artworks not on display. Like museum objects, artworks may deteriorate if on display permanently in high light level situations. This applies particularly to works that are not protected under Perspex or glass. UV radiation present in sunlight can be very damaging.

The artworks are currently being stored in a storeroom (roughly measuring 5m x 1.8m) at the Community Centre.



If the other items currently being stored here were moved elsewhere, then this location could be adapted as the arts storeroom without too much expense. The environmental conditions at this location appear suitable.



Arc mesh with battens to hold it out from the wall could be affixed to each of the walls for the artworks to hang on. Two small D-rings would have be affixed to the back of each framed artwork and two "Secure Hooks" (a type of S hook designed especially for safely hanging artworks on frames) would then enable them to be hung on the mesh.



*Example of a commercial product demonstrating the type of storage system described.*

A small cupboard on wheels (so it could be moved around) could be used to store hooks, wire, cord, labels, catalogues and other material associated with managing the collection. It could also be used to rest artworks on temporarily while working in the storeroom.

#### Display of artworks

- Locations

A decision on where the artworks are to be hung should be made.

Possible options are listed below.

Shire Administrative Centre

Public spaces

Office spaces – main office areas, donga

Council Chambers

Other possible options

Visitors Centre

Library

Unsupervised Public areas: Memorial Hall

Community Centre

Recreation Centre

- Hardware

How the artworks are to be hung should be decided upon.

Picture rails or nails?

Picture rails, once installed, allow the easy rotation of artworks and provide more options for placement. Hanging hooks and cord will also have to be purchased for hanging the works on picture rails.

- Interpretation

Should labels accompany the artworks? Or should a booklet/catalogue be compiled for venues where a group of artworks are being displayed?

#### Rotation of artworks

Who decides?

How often?

There should be consideration on how long an artwork remains at a particular location based on the intensity of light present.

How many resources do we have available to manage this?

There are options available for outsourcing the management of the art collection which includes storage and rotation of artworks on display. Art on the Move do offer temperature and humidity controlled storage space (cost based on size of collection) and are prepared to travel to Toodyay to change over artworks (unknown additional cost). However, it is considered this option would not be financially appropriate for the Shire of Toodyay at this time or would it likely to be so in the future.

#### Condition Assessment recommended before placing on display

Possibly to be undertaken before collection is valued, depending if the valuation is undertaken purely on digital records and not from personal examination of artworks.

#### Value of art collection

Who should be employed to undertake valuations? The Cultural Gifts Program has registered valuers. Possibly this could be a starting point for trying to find a specialist to undertake this.

The collection should be valued after the parameters of the Shire of Toodyay Art Collection is defined.

Are artworks currently included in the Assets Registry? They should be.

Insurance of art collection

Annual cost?