



# Committee Report

**To:** Councillor Garry Michi, Chair and  
Members of the Museum Committee

**From:** Cathy McGirr  
Director, Museum & Cultural Services

**Date:** September 7, 2023

**Re:** Request for Archives Deaccession - September 2023

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## Staff Recommendation:

That the items listed in the “Archival Items Recommended for Deaccession September 2023” be approved for deaccession from the Bruce County Museum & Cultural Centre’s collection.

## Background:

Deaccessioning is an important part of healthy collections management. It allows for analysis and honing of the collection and ensures ongoing compliance with the collecting mandate and collecting plans of the BCM&CC.

Over the past five months, the following areas of work have resulted in the addition of items to this deaccession list.

- A review of all directories in the Collection resulted in the identification of directories duplicated in the Collection.
- A review of a selection of uncatalogued books and novels resulted in the identification of items which do not meet the collecting mandate.
- Work re-housing items and moving boxes to ensure the most effective use of space in the archival storage area resulted in the identification of items duplicated in the Collection.

## Financial/Staffing/Legal/IT Considerations:

There are no financial, staffing, legal or IT considerations associated with this report.

## Interdepartmental Consultation:

There was no interdepartmental consultation.

## Link to Strategic Goals and Elements:

There are no direct links to the larger elements and goals of the County’s strategic plan. Deaccessioning is an important part of maintaining a healthy collection and a key part of collections management.

## Report Author:

Deb Sturdevant  
Archivist

**Departmental Approval:**

Cathy McGirr  
Director, Museum & Cultural Services

**Approved for Submission:**

Christine MacDonald  
Deputy Chief Administrative Officer