



Staff Report to Council - for Direction

Title: Archives Deaccession Report April 2024

From: Cathy McGirr, Director of Museum and Cultural Services

Date: April 4, 2024

Staff Recommendation:

That the items listed in the “Archival Items Recommended for Deaccession April 2024” be approved for deaccession from the Bruce County Museum & Cultural Centre’s collection.

Report Summary:

Deaccessioning is an important part of healthy collections management. It allows for analysis and honing of the collection and ensures ongoing compliance with the collections management policy and collecting plans of the BCM&CC. Items on the “Archival Items Recommended for Deaccession April 2024” are either duplicated in the collection or outside of the collecting mandate.

Background:

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

- The re-housing of items donated from 2004 to 2008 to ensure optimized use of space in the archival storage area, and identifying items duplicated in the collection during that process.
- The preparation of a master inventory of hardcopy newspaper issues in the collection and identifying duplicate copies during that process.

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 Objectives:

Strategic Goals

There are no direct links to the larger elements and goals of the County's strategic plan.

Link to Departmental Plan Goals and Objectives, if any:

There are no direct links to the larger elements and goals of the BCM&CC 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:

Sean Morphy, Deputy Chief Administrative Officer