

<i>The Town of Fort Frances</i>	<b>SECTION</b>
	COMMUNITY SERVICES
<b>MUSEUM AND CULTURAL CENTRE</b>	<b>NEW :</b>
<b>EXHIBITION</b>	<b>REVISED :</b>
<b>POLICY</b>	
Resolution No.	Supercedes Resolution No.
Policy Number: 2.11	<b>PAGE 1 of 2</b>

Pursuant to the terms and conditions of the Town of Fort Frances By-Law 29/77 and the Statement of Purpose of the Museum and Cultural Centre of Fort Frances, the Museum adopts the following Exhibition Policy.

The Museum's Exhibitions shall interpret the Museum collections and the purpose of the Museum, and disseminate the knowledge derived from research of the materials in the collections. The Museum will endeavour to create exhibits that inform and educate, that promote the museum and that stimulate community involvement.

The scope of the Exhibition program undertaken by the museum shall take into consideration the availability of resources including staff, collection, finances, and the constraints of the facility. Exhibitions will be developed to meet the criteria established in research, education and interpretation, conservation and other relevant policies. Any municipal, provincial and federal legislative requirements shall be met in the development of exhibits.

Exhibition themes will be developed to educate and inform the visitor about local history consistent with the Statement of Purpose. The history of the area shall be portrayed in permanent exhibits that employ chronological and/or thematic display. The museum shall be committed to accurate and objective presentation in its' exhibits by ensuring research is relevant and accurate subject matter is presented. Museum exhibits shall employ a variety of interpretation methods to meet visitor needs. The museum shall ensure ethical practices in exhibition development. Exhibits will be evaluated to assess effectiveness and to establish priorities for development.

The Museum shall develop an exhibition schedule that includes traveling and short-term exhibits and may include: arts, crafts, science, and human and natural history. The Museum may also exhibit privately held collections, but only with a full and complete agreement governing terms and conditions.

The collection shall be displayed through recognized practices and appropriate methods. Appropriate gallery space shall be allocated for permanent exhibits and displays and for travelling exhibits and special short-term exhibits developed by the Museum staff. The Museum will ensure that the gallery meets facility requirements and provides sufficient space for the safe and comfortable movement of visitors. The accessibility of facilities and services to all members of the community shall be ensured.

The museum shall develop and fabricate exhibits to ensure a safe and secure environment. Any risks to staff, participants and resources shall be identified. Risk shall be reduced through proper training of staff, through appropriate methods of fabrication and exhibit design and establishment of safety procedures. An assessment of exposures to risk; and an assessment of the facility and resources shall minimize the potential of risk.

The Museum does not guarantee to display all artifacts in the permanent collection in any given time period. Artifacts will be selected for display according to their relationship to selected themes. All artifacts for display must be in stable condition, fully catalogued and be installed securely in the exhibit. Artefacts will be rotated as required to meet conservation standards and to generate interest in the exhibitions. The lighting and environment of the gallery will reflect adherence to the best achievable conservation standards. All exhibits and displays will be checked regularly to ensure that no damage is occurring to artifacts.

Only competent Museum staff will be engaged to produce exhibits. Staff will have sufficient skills and training to plan, prepare and install exhibits. The Museum will ensure that sufficient space and proper tools, equipment, and materials are available for the safe and efficient production of exhibits.

The Museum will include in its annual operating budget funds for exhibits and displays.

Reference: Guidelines for Community Museum's in Ontario/Exhibition Standard