



Mendocino County

Legislation Details (With Text)

File #: 21-0977 **Version:** 1 **Name:**
Type: Approval **Status:** Consent Agenda
File created: 8/23/2021 **In control:** Cultural Services Agency
On agenda: 9/14/2021 **Final action:**
Title: Authorization of Submission of Funding Application for the Collections Assessment for Preservation (CAP) program from the Foundation for Advancement in Conservation (FAIC) in the Amount of \$7,600 to Provide Assessments of the Collections and Museum Building to Assist the Institution in Protecting and Preserving the County's Cultural Resources
Sponsors: Cultural Services Agency
Indexes:
Code sections:
Attachments: 1. CAP Application

Date	Ver.	Action By	Action	Result
9/14/2021	1	Board of Supervisors		

To: Board of Supervisors

From: Cultural Services Agency

Meeting Date: September 14, 2021

Department Contact: Deborah Fader Samson

Phone: 234-2872

Department Contact: Karen Mattson

Phone: 459-7699

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Authorization of Submission of Funding Application for the Collections Assessment for Preservation (CAP) program from the Foundation for Advancement in Conservation (FAIC) in the Amount of \$7,600 to Provide Assessments of the Collections and Museum Building to Assist the Institution in Protecting and Preserving the County's Cultural Resources

Recommended Action/Motion:

Authorize the submission of funding application for the Collections Assessment for Preservation (CAP) program from the Foundation for Advancement in Conservation (FAIC) in the amount of \$7,600 to provide assessments of the collections and Museum building to assist the institution in protecting and preserving the County's cultural resources.

Previous Board/Board Committee Actions:

The Board of Supervisors approved grant applications for the Cultural Services Agency on June 5th, 2018: agenda item 4s; December 4th, 2018: agenda item 4q; January 8th, 2019: agenda item 4r; January 7th, 2020: agenda item 4h; and November 17th, 2020: agenda item 4j.

Summary of Request:

Mendocino County Museum staff have worked diligently to improve the collections care of approximately 75,000 artifacts and archival holdings. Museum staff met and exceeded numerous goals for the collection by using self-evaluation tools such as the Standard of Excellence Program for History Organizations Program (STEPS). The Collections Assessment for Preservation (CAP) program provides funding for a study of the institution's collections and buildings as well as its policies and procedures relating to collections care. The collections assessment funding supports the creation of a comprehensive procedure manual and provides a review of the Collection Management Policy. The assessment helps staff to identify and prioritize collections care projects for the future. The information obtained from this assessment will be a useful tool for staff, administration, and the Museum Advisory Board to create a Strategic Plan for the Museum. Additionally, this program demonstrates the Museum's commitment to its collections and lays a vital foundation for obtaining future grants and planning future projects.

Participating institutions receive assessment reports with prioritized recommendations for improving collection care. Funding includes up to \$7,600 for up to two assessors including an assessment of the collections and an assessment of the facility. The Museum matches funding with the value of staff and volunteer time and other in-kind expenses. The CAP program is administered by the Foundation for Advancement in Conservation (FAIC) under a cooperative agreement with the Institute of Museum and Library Services.

Alternative Action/Motion:

Do not approve and provide further instruction to staff.

How Does This Item Support the General Plan? This funding program helps to support General Plan Goal DE-6 (Cultural Resources): protection and preservation of the county's significant historical, archaeological and cultural resources.

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At:

<https://www.culturalheritage.org/resources/collections-care/cap>

Fiscal Details:

source of funding: Federal and Museum funding.

budgeted in current f/y: Yes

current f/y cost: \$1200 estimated matching expenses

if no, please describe:

annual recurring cost: N/A

revenue agreement: N/A

budget clarification: Most matching expense are funded by budgeted salaries and expenses.

Agreement/Resolution/Ordinance Approved by County Counsel: N/A

CEO Liaison: Cherie Johnson, Deputy CEO

CEO Review: Yes

CEO Comments:

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Executed By: Atlas Pearson, Deputy Clerk I

Final Status: **Approved**

Date: September 15, 2021

