



# Mendocino County

## Legislation Text

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**File #:** 21-0350, **Version:** 1

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**To:** Board of Supervisors

**From:** Cultural Services Agency

**Meeting Date:** March 23, 2021

**Department Contact:** Deborah Fader Samson

**Phone:** 707-234-2872

**Department Contact:** Karen Mattson

**Phone:** 707-354-5975

**Item Type:** Consent Agenda

**Time Allocated for Item:** N/A

**Agenda Title:**

Approval of Access and Use of Museum Images and Recordings Policy

**Recommended Action/Motion:**

Approve Access and Use of Museum Images and Recordings Policy.

**Previous Board/Board Committee Actions:**

The Board has previously approved the Museum Mission Statement, Code of Ethics, Visitor Behavior Policy and the Collections Policy on April 9, 2019: agenda item 5f. Approval of Access and Use of Museum Images and Recordings Policy was pulled from the Agenda on March 9, 2021 and deferred to later date.

**Summary of Request:**

The Museum is charged with the stewardship of many valuable historical objects and collections and with the development and implementation of policies to advance its Mission and serve the public. The Museum Collection Policy approved by the Board of Supervisors in 2019 did not include a comprehensive Access and Use Policy. The Access and Use of Museum Images and Recordings Policy is a core document; it details how and under what circumstances collections can be used by the public.

The Mendocino County Museum often receives requests for the use of Museum images and recordings, and the Access and Use of Museum Images and Recordings Policy will support the Museum in fulfilling its Mission and will provide guidance on making collections accessible to the public while maintaining stewardship.

At the Board of Supervisor's meeting on March 9<sup>th</sup>, there was a concern about fees referred to in the Access and Use of Museum Images and Recordings Policy in the second bullet point on page 3. The fees are only referred to as a possibility; the Policy is being adopted independently from any potential fees. The Museum Advisory Board is in favor of providing discounted fees to private and non-profit groups in comparison with for-profit use of the Museum images and recordings. Any new Museum fees would go through the standard approval process including the public fee hearing, and fees will not be charged unless approved by the Board of Supervisors.

**Alternative Action/Motion:**

Return to department with alternative direction.

**Supervisory District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** [www.mendocinocounty.org/museum](http://www.mendocinocounty.org/museum)

**Fiscal Details:**

**source of funding:** N/A

**current f/y cost:** N/A

**annual recurring cost:** N/A

**budget clarification:** Should not affect budget

**budgeted in current f/y:** N/A

**if no, please describe:**

**revenue agreement:** N/A

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Heather Correll Rose

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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**Executed By:** Atlas Pearson, Deputy Clerk I

**Date:** March 24, 2021

**Final Status:**Approved

