



Collection Development Policy

Objective

The mission of the Monarch Neihart Historical Group (MNHG) is to collect, curate, and make available to the community and general public, materials that help tell the historical story of the Monarch Neihart area.

Scope

The scope of the Museum Historical Collections is:

- The history and culture of the Monarch/Neihart area from its earliest years through the present
- Collections related to surrounding communities
- Rare and Exceptional Collections

Materials purchased for the Museum or gifted to it, which have sufficient historical, legal, fiscal, developmental, or informational significance to warrant their long-term inclusion in the Museum collections.

Types of Materials Collected

- Artifacts: Historical, educational, and cultural objects related to the Monarch/Neihart area
- Images: Photographs, slides, negatives, and digital images of Monarch/Neihart history, community, and area neighborhoods
- Printed or published items to support museum displays.

Size

The Historical Collections of the Monarch/Neihart Museum are projected to remain limited, of high quality, intact, undamaged items and focused in the areas noted above. An exceptional item in poor condition can be accepted and whether to restore or leave in an 'as is' condition will be determined at the discretion of MNHG Board of Directors. Collection size will be limited by adherence to quality and suitability standards and by the amount of physical space available to house and protect the collections appropriately.

Selection

Selection for additions to the Monarch/Neihart Museum will be based on the collections scope as defined above in this policy. Specific collections additions will be made through donations to the Monarch/Neihart Museum. The Museum welcomes inquiries regarding gifts to the Museum Collection. For further information please contact:
mnhg@3rivers.net

Access

The Museum Collections of the Monarch/Neihart Museum are meant to be an historical display for the communities in the surrounding area and the general public.

The collections are limited to open supervised display. Use may be scheduled through the Museum.

MNHG will determine when and how items will be publically displayed and determine the suitable manner for the type of media.

At the discretion of MNHG, special permission may be granted for temporary off-site use or display of items from the Museum Collections. For inquiries, please contact: mnhg@3rivers.net

Circulation of Museum Collections will be limited to the Board of Directors. Use by the general public will be allowed onsite with supervision. Patrons will submit driver's license or car keys when requesting use.

Preservation

To the extent possible, and with preservation as a priority, photo duplication and/or scanning by staff of collection pages will be allowed with reimbursement for cost.

Collection image digitization, with the goal of making Monarch/Neihart Museum Collections more accessible, will be considered as funding and demand dictates.