

Salt Lake Countywide Policy 1004: Art Deaccessioning

Purpose

To establish standards and guidelines for the deaccessioning and disposal of a work of visual art (painting, sculpture, etc.) ("work") from the County art collection ("collection").

1.0 Purpose of Deaccessioning and Disposal

- 1.1** Deaccessioning and disposal may be a legitimate part of the formation and care of collections and, if practiced, should be intended to refine and improve the quality and appropriateness of the collections.
- 1.2** Deaccessioning shall not serve to provide operating funds, and the proceeds from disposal must be treated as acquisition funds.
- 1.3** Deaccessioning may assist the Fine Arts Collection Subcommittee in acquiring another work of visual art, which would enhance the collection.

2.0 Criteria for Deaccessioning and Disposal

- 2.1** The object is of poor quality, either intrinsically or relatively, in comparison with other objects of the same type in the collection or the art does not conform to the County objectives and focus of the collection.
 - 2.1.1** Items of modest quality, however, may have sufficient study value to warrant retention.
- 2.2** The object is redundant or is a duplicate.
- 2.3** The County's possession of the item is not legitimate, i.e., the work may have been stolen or illegally exported or imported in violation of applicable state and federal laws.
- 2.4** The authenticity, attribution or genuineness of the object is determined to be false or fraudulent and the object lacks sufficient aesthetic merit or art historical importance to warrant retention.
 - 2.4.1** A forgery should be so marked as such and care taken in deaccession of same to avoid misrepresentation and misunderstanding.
- 2.5** The physical condition of the object is so poor that restoration is impossible or will render the object essentially false. Objects damaged beyond reasonable repair that are not of use for study or teaching purposes may be destroyed.

3.0 Authority and Process

- 3.1** Deaccessioning and disposal must comply with all applicable County and State laws in force at the time, and must observe any terms and obligations which pertained to the acquisition of the work by the County.

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- 3.2** The authority to deaccession works of art will rest with the Arts & Culture Advisory Board. The deaccessioning will follow the surplus procedures as established by County Purchasing Ordinance and the Division of Contracts and Procurement.
- 3.3** The process of deaccessioning is to be initiated by the Fine Arts Collection Subcommittee (if constituted,) and recommended by the Salt Lake County Arts & Culture Advisory Board, with full justification in writing to the director of Contracts and Procurement who will, after appropriate review of the facts and circumstances, present the request to the County Mayor.
- 3.3.1** The director of Contracts and Procurement shall exercise care to assure that the recommendations (which shall be in writing) are based on authoritative expertise.
 - 3.3.2** Qualified outside review and appraisal are strongly encouraged and recommended. Works determined to be valued over \$10,000 must have an appraisal.
- 3.4** No member of a governing body, staff or those whose association with the County might give them advantage in acquiring the work shall be permitted to acquire directly or indirectly, a work deaccessioned by the County, or otherwise to benefit from its sale or trade except as may be permitted under state statute dealing with ethics or conflicts of interest.
- 3.5** The Arts & Culture Division will work with Records Management and Archives to maintain complete and accurate documentation, to comply with record retention schedules, and to maintain permanent historical documentation.
- 3.6** The County Auditor's office shall be notified each time there is a deaccessioning of art. The necessary paperwork showing the disposition of the art shall be completed and forwarded to the Auditor subject to County Mayor's approval. The Auditor shall remove the art from the County's fixed asset records.

4.0 Interests of Donors and Artists

- 4.1** It is recognized that, when feasible, it is advisable to notify the donor and artist of a work under consideration for deaccessioning. Care should be taken to maintain good relationships with the donor and artist.
- 4.2** When a donated object is disposed of, the object newly acquired as a result of the proceeds should be held with acknowledgment of the original donor's contribution; and the proceeds would be used, generally, for acquisition of an object(s) within the donor's area of interest, if that is known or feasible.