

The Slater Area Historical Association (SAHA)

SAHA has a program in place to accept donations and/or loans of any items and artifacts relating to the history of the Slater area community. The number and variety of items both on display and in storage are controlled by our **Collections Management** program.

Scope of Collections

The SAHA Museum serves as a repository for the following collection categories:

- Furniture, Kitchen appliances
- Musical items (pianos, organ, drums)
- Clothing (period, wedding, military)
- Fabric items, Flags
- Books, Newspapers, Photo albums
- Photographs, Artwork, Advertising signs
- Binders containing obituaries, family histories and town histories
- Keepsakes, Mementos, Souvenirs, Awards, Trophies
- Items representing schools, railroads, businesses, churches
- Military collectibles
- Machinery, Equipment, Farm tools and implements, Barn beams and doors
- Large artifacts on display outdoors

Acquisitions and Accessioning

Items are donated to SAHA for either permanent or temporary use. Each item is inventoried, listing its accession number, the donor, the use, and a photograph. Items are noted as to their location within the buildings. This inventory system is maintained in both paper and digital formats. All member Directors involved with the inventory process can access items.

Items are accepted as donations if they meet a need; if they are not duplicates; and if they add to the value of an exhibit or display. Decisions are made by member Directors.

Collections Care

Member Directors are responsible for maintaining the condition of items on display and in storage. General deterioration through age may warrant an item no longer usable. If the donor has not asked for its return, that item will be disposed of.

Deaccessioning

If donated items are no longer appropriate or of interest to SAHA, and if the donor is not interested in their return, the items may be given to another Museum or sold. Profits would be placed in the general fund. Decisions about deaccessioning are the responsibility of the member Directors.

PROMULGATION

This Collections Management Policy for SAHA was adopted by the Board of Directors on _____

This Collections Management Policy for SAHA was reviewed and updated by the Board of Directors on _____