

Committee

Collections Committee

The Collections Committee is a standing *advisory* Committee of the Society established under the Society's by laws no 4.

Role

The role of the Collections Committee is:

To ensure that the collection is developed in line with the purposes of the Society

To ensure policies and procedures for the use of the collections are appropriate.

To provide guidance on the best museum practice for the care and long term preservation of the Society's collections and those of its affiliates.

To discuss strategic budget proposals and make recommendations to the Executive and Finance Committee for consideration by Council.

To work with the Publications Committee to publish suitable items from the collection

To advise and support the Executive Officer to plan and facilitate exhibitions using material from the collection or commissioned from other organisations

To report to the Council as required by the Society's By-Laws.

Membership:

The Committee consists of one member of the RHSV Council, the Collections Manager, the Images Officer, the Executive Officer and three independent outside experts with expertise in collections management, curatorship and conservation. The President is an ex-officio member. The Council member shall normally be Chair of the Committee and be accountable to the Council

Expertise

Expertise from outside experts in collections management, curatorship and conservation. Other staff members, Council members or volunteers can be called on when required.

Operation of the Committee

The Committee meets bi- monthly. A quorum is half plus one of the voting members – 5 people.

To report to the Council as required by the Society's By-Laws.

An annual review of committee members' contributions and the efficacy of each committee should be conducted by the Chair.

Committee members should be actively engaged in identifying RHSV members with needed skills and interests as potential committee members.

Approved by Council: 26 March 2024

Review date: March 2026