

MUSEUM POLICY ON LOANS OF WORKS OF ART

Generally the Museum has loaned objects only for major exhibitions made up of works exclusively from the Morse collection. Since the late 1970's, the Museum has seldom loaned works of art to other museums either as individual objects or as part of a special exhibition that was not made up exclusively from the Morse collection. When such loans have been made, they have generally been to the Orlando Museum, the Cornell Museum at Rollins, or the Maitland Art Center.

This policy is so well known among major American institutions, that requests for loans are seldom even made by major museums. The recent exhibition of Cecilia Beaux paintings at the National Portrait Gallery in Washington was organized without Morse participation. It is quite possible that this was a result of the Museum's being widely but erroneously perceived as against all loans all the time unless they are exclusive showings of the Morse collection.

Similar situations arise from time to time when important national or international traveling exhibitions leave the Morse collection out altogether.

In some of these cases the Museum may well have elected to participate in order to enhance the exhibition, to provide for greater scholarly access to particular works of art, to benefit from the research and knowledge such access typically generates through publications, and to draw attention to the quality of the collection.

Therefore it is proposed that the following policy be adopted and circulated through informal conversational channels among museum professionals.

Although the Museum does not generally loan objects from the collection for special exhibition, loans may be made from time to time when, in the view of the Museum, the benefits in public access, research, and scholarship (generally evidenced in the publication of a professional scholarly catalogue) outweigh the risks to the object and when the Museum is satisfied as to the safety, security (and insurance arrangements) provided by the borrowing institution. These include but are not limited to handling, environmental conditions, security against vandalism, theft, and fire. In the case of traveling special exhibitions, these conditions apply to all proposed venues. The Museum reserves the right to withdraw the object for any reasonable cause and to limit the loan of the object to only those venues which, in its view, meet the conditions outlined above.

All such loans must be recommended by the Director and approved by the Executive Committee of the Morse Museum Board and be limited in duration to up to one year. Any loan in excess of one year requires that the object be examined after one year and a written report on its condition be submitted to the Museum by a conservator who, in the Museum's view, is qualified. A formal renewal of the loan agreement would follow.

This policy does not represent a change so much as a clarification regarding loans outside the immediate area. Regarding the immediate area, the following addition to the above policy is proposed.

In the case of institutions within fifty miles, loans may be made at the discretion of the Director with the approval of the Board Chairman and be limited to four months. Extension beyond four months requires physical examination of the loaned object by Morse Museum personnel and formal renewal of the loan agreement.

The following is proposed to apply to all loans:

1. The Museum will neither profit nor incur any direct expense for loans. All directly attributable expenses, including but not limited to conservation, examination, packing, crating, shipping, courier, will be borne by the borrowing institution.
2. The Museum will be given at least six copies of any publication of any kind referring to the loaned object or the exhibition or program in which it appears. This includes press releases and pamphlets as well as catalogues and books.
3. The right to photograph or reproduce the loaned object will be limited to the Museum's "one time use" policy (to be attached).

If approved, the Museum will prepare a standard loan agreement that embodies the above as well as the conventional aspects of such forms used by major American museums.

Approved by the Board of Trustees
8 December, 1995