

Acquisition Policy

The Dutch Connection, Museum Centre

Definitions and purpose

1. **The Collection is defined as all materials of cultural or social significance which have been accessioned by the Museum.**

It includes archival materials, works of art, objects, furniture, costumes, manuscripts, printed books and other printed materials, and audio or audio-visual materials that reflect the Museum's concept: "Understanding the many long-standing, lively connections between Nederlanders and New Zealanders".

Whereas most accessioned materials will become part of the permanent collection, selected items will be added to what is considered a disposable collection (see also below).

2. **Acquisition is defined as the transfer of ownership of an item to the collection of the Museum and its management and documentation.**

The materials that are acquired will enhance the ability of the museum to carry out its responsibilities to record, interpret, inspire and educate the wider community.

History and remit of the Dutch Connection

The Dutch Heritage Museum Trust was formally established in 2005, and discussed its initial Museum concept widely within the Dutch Community.

In March 2006 the Trust distributed a Survey, among the Dutch Community (organisations / individuals throughout the country), to seek additional advice on how to build pride and visibility for Dutch migrants and their descendants, their stories, and their contributions to New Zealand at all levels of society. Through

the Survey Results, the Dutch Community expressed the direction they want the Dutch Museum Project to take.

In June 2006, the Trust appointed an Executive Team which was tasked with writing the Business Plan, a Location Study, a Feasibility Study and a Project Plan for the Museum Project. The Executive Team proposed a shift in direction for the Heritage Museum and the Project was re-named 'The Dutch Connection', to reflect an enhanced focus on present and future. The Dutch Community (11 Netherlands Societies) analysed the Location Study and selected Foxton as their preferred Museum town.

Funding was received in March 2007 from founding sponsor the New Zealand Netherlands Foundation to engage the services of Museum expert Luit Bieringa who finished the qualitative part of the Feasibility Study and, through in-depth consultation with the Dutch Community, helped finalise the overarching Concept for the Museum Centre.

The Collection

The chief strength of the collection is its coverage of:

1. The history of Dutch immigrants in New Zealand and their aspirations and achievements
2. The history of Dutch migration to New Zealand, presented in conjunction with the Dutch migration waves around the world
3. The contemporary connections between New Zealand and the Netherlands

The purpose of the collection is to help visitors:

- Understand the many historic and contemporary connections between New Zealanders and Nederlanders
- Understand the stories of the Dutch migration waves into New Zealand – the hardships and troubles encountered, as well as the successes and achievements
- Better understand the Dutch contribution to the country's national identity
- Enable the (great/grand) children of Dutch migrants to better understand the roots and Dutch cultural heritage that would have influenced their values, outlook on life, character and personality

- Achieve a deeper understanding of what enables and defines successful immigration, to deliver insights into a topic of local and global interest and concern
- Better connect two small, entrepreneurial, trading nations so they can improve collaboration and achieve a better future in areas of common interest – such as science, business, the arts, multi-culturalism or international politics

Acquisition Policy and Criteria

The collection of materials must comply with priorities defined by the Dutch Connection Museum Trust and meet the criteria of the **Acquisition Policy**:

- The item must have intrinsic value
- The item must be consistent with and relevant to the stated purpose, scope and activities of the museum
- The item should be of museum quality (exceptions will be made for certain items)
- Primary consideration will be given to the museum's ability to provide proper care and storage for any artefact or works of art. No item(s) should be considered for acquisition if its physical condition exceeds the museum's financial ability to provide for its care and preservation
- The item(s) must have a verifiable, when needed, record of authenticity and provenance. The provenance of acquired items shall be a matter of public record
- The items must have a free and clear title
- The donor is responsible for appraisals of value. Under no circumstance shall the museum provide an appraisal of a donation. It may only offer suggestions concerning outside appraisal services
- All acquisitions are to be outright and unconditional
- All donations to the museum's collections are irrevocable upon the formal and physical transfer to the museum

- A form stating a description of the item, the precise conditions of the transfer and the history of the object shall be completed, signed and dated by the donor
- The Museum Trust at its sole discretion decides whether an accessioned item will be allocated to either the disposable or the permanent collection
- All acquisitions by gift or bequest to the museum that are allocated to the disposable collection will either be used as items that can be handled, used or touched by museum visitors as part of exhibitions or atmospheric displays until they lose their physical integrity, or if they no longer remain useful for the purposes of the museum will be disposed of through any method deemed appropriate by the Museum Trust
- All acquisitions by gift or bequest to the museum that are allocated to the permanent collection must remain in the possession of the museum for as long as they retain their physical integrity and authenticity, and as long as they remain useful for the purposes of the museum

How to Donate Materials or Artefacts

Before you donate an item, please read the description of our [Collection](#) and the [Acquisition policy](#), which will help you understand our purpose and criteria for the museum collection. Also check out our [wanted list!](#)

Once you are satisfied that your donation meets our criteria, contact the Trustee in charge of acquisitions by email - at info@dutchconnection.org.nz - to arrange a time to discuss making the donation.

When the Trustee has agreed to accept the donation, an [acquisition form](#) will be filled out by the Trustee. On this form, the name and type of artefact, how and where it was obtained and a brief history will be recorded for posterity, as well as your name and address and other contact details.

The donor will be asked to sign an agreement that the item will be placed in the care of the Dutch Connection. You receive a copy of this form for your records.

All donations to the Museum's collections are irrevocable upon the formal and physical transfer to the museum. Donations are accepted on the basis of an unconditional gift to the museum. The museum can not accept items 'on loan'

due to insurance, storage and maintenance issues, unless in exceptional circumstances.

Note: Due to the fact that the Dutch Connection museum has not been built yet and the fact that the size of the temporary storage facilities is limited, it might not be possible to take possession of your item(s) yet and you may be asked to store the item(s) yourself for the near future.

Sources of acquisition

Gifts and donations

Gifts and donations are a major source of materials for the Museum's collection, and are generally made in the expectation that they will be preserved in perpetuity. Selection must therefore be rigorous and any ambiguities (eg of ownership or intention) must be resolved before items are accessioned into the permanent or disposable collection. Gifts will only be accepted on condition that they offer a genuine benefit to the collection and resources can be made available for their proper stewardship, or if they are identified as a suitable part of the disposable collection

Bequests

Material offered as a bequest will be evaluated against the collection and / or acquisition criteria, and items that do not meet the required standards will not be accepted for the collection.

Purchases

The collection can be augmented by very selective purchases. Levels of authorisation of expenditure are specified by the Museum Trust.

Copies

For certain categories of material, such as photographs or documents, copies of original material are acceptable as acquisitions.

Recordings and written accounts

The museum undertakes its own Oral History interviewing programme on the topic of Dutch migration, but it will also accept audio or audio-visual recordings and written accounts produced by individuals at their own initiative.

Acquisition form

Name of Donor: _____

Address details

Street:	
Suburb:	
City:	
Country:	
Telephone:	
Email:	

Item name: _____

Item description: _____

Date or year of donor acquisition: _____

Brief background or history of item: _____

Documents attached **Yes / No**

Details of documents: _____

Photo attached? **Yes / No**

Photo taken by Museum? **No / Yes / Who:** _____

Type of acquisition **Gift / Loan / Bequest**

Item accessioned **Yes / No**

Accession number: _____

Date of accession: _____

Name of person filling out this form: _____

Signature Donor: _____ **Date:** _____