

Approval Date:	July 27, 2020	Policy Number:	P-75-14-B
Motion:	20-07-227		
Supersedes:	P-75-14-A		
Title:	Peace River Museum, Archives and Mackenzie Centre: Vision, Mission and Mandates Policy		
Board Review:	Approved by the Peace River Museum Board on March 3, 2020. Motion: M-2020-03-10		

Purpose

The purpose of this policy is to state the Vision, Mission and Mandates which act as overarching principles that guide the staff, Board and volunteers of the Peace River Museum, Archives and Mackenzie Centre (PRMAMC) in the tasks that make up the day-to-day operations of the museum.

Definitions

"Archives" is described as "the past records of an individual, organization or institution retained for their continuing value; the agency or organization responsible for the care of archival materials."

"Artifact" is described as "an object created or produced by humans; a product of human art, craft or workmanship."

"Mandate" is defined as "the specific area of authority or responsibility that the museum creates for itself ... [including] the audience for whom the museum's services and programs are intended, [and] the geographic area served by the museum."

"Mission" is defined as "a governance, management, and communications tool to help the museum's board, staff, and public understand the museum's purpose and what it hopes to achieve as an organization. The statement should describe the market or audience that the institution wants to serve; an end goal that the museum hopes to achieve ...; [and] the services that will be provided to the identified audience in support of the end goal."

"Public Trust" is defined as "a term that describes the obligation shared by the museum's governing authority and its staff to serve the public interest... Their actions must consistently build public confidence in the museum, and at the same time consistently support the museum's mission."

"Vision" is defined as "a statement of why the museum does what it does. Vision statements provide an overall vision of what the museum can accomplish, rather than a list of the functions it undertakes."

All definitions are taken from the *Standard Practices Handbook for Museums* Third Edition, Alberta Museums Association, 2014

Policy

Vision

Our Vision statement is reflective and mindful of the future direction charted by the PRMAMC.

Rivers of Challenge, Bridges of Unity. Where Past and Present are linked.

Mission

A mission statement is an active tool that drives the plans and activities of the museum in alignment with the museum's vision and mandates.

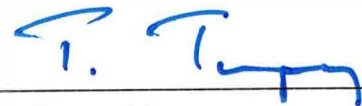
The Peace River Museum, Archives and Mackenzie Centre is a well-integrated community resource that promotes awareness of past and present life in the Peace River area through public access and community engagement with our collections and resources.

Artifact Collections Mandate

1. The Artifact Collections Mandate of the Peace River Museum, Archives and Mackenzie Centre (PRMA) is to collect, preserve and make publicly accessible tangible objects that are considered to be significant to, and representative of, the human and natural history of the Town of Peace River and Shaftesbury Settlement.
2. Artifacts of human history include those representative of traditional and post-traditional First Nations and Metis Peoples, the fur trade and succeeding immigrants, from the distant past up to contemporary times.
3. Artifacts of natural history include items of a geological and/or paleontological nature and will be collected from the region.
4. In order for objects to be accepted as donations, they must:
 - 4.1. Be within the PRMA's capacity to preserve and conserve and not compromise the integrity of existing collections, and
 - 4.2. Be of a size that can be stored and exhibited according to conventional museum standards
5. When an object is a duplicate, acceptance will be conditional on the historical significance of the object and on the museum's capacity to store and exhibit the object.
6. When a prospective donation to the PRMA is outside this Mandate, referrals to other appropriate museums will be made. When no other museum collection can accept this donation, and if the PRMA has the capacity to care for and preserve this object, it will be considered for acquisition.

Archival Collections Mandate

7. The Town of Peace River Archives is a facility of the Town of Peace River. It exists to collect, preserve and make publicly accessible the documentary history of the Town of Peace River and the North Peace Region. To this end, we will accept material from within the following Municipalities: Town of Peace River, County of Northern Lights, Clear Hills County, Northern Sunrise County, Municipal District of Peace No. 135 and Municipal District of Fairview No. 136. At this time, we will collect all types of archival material. This can include photographic and audio-visual materials, monographs, textual materials, cartographic materials and works of art.
8. In order for archival items to be accepted as donations, they must:
 - 8.1. Be within the PRMA's capacity to preserve and conserve and not compromise the integrity of existing collections, and
 - 8.2. Be of a size that can be stored and exhibited according to conventional museum standards
9. When an object is a duplicate, acceptance will be conditional on the historical significance of the object and on the museum's capacity to store and exhibit the object.
10. When a prospective donation to the PRMA is outside this Mandate, referrals to other appropriate museums will be made. When no other museum or archival collection can accept this donation, and if the PRMA has the capacity to care for and preserve this object, it will be considered for acquisition.



Thomas Tarpey, Mayor



Christopher Parker, CAO