# Collection Policy of Cork Public Museum 2019-2024



# **Cork Public Museum – Collections Policy**

# Updated July 2018

### Introduction

This document sets out the regulations governing the acquisition of objects for the collection at Cork Public Museum. The aim of this policy document is to define what the museum collects and to establish the rationale for the collections. Acquisitions outside the current stated policy will only be made in very exceptional circumstances and then only under proper consideration.

### 1. Vision and Mission

- 1.1 'We welcome everyone interested in the history and culture of Cork, and promote a wider understanding of its material and historical heritage by collecting and preserving and displaying our collections and making them accessible in engaging, educational and enjoyable ways for all our patrons.'
- 1.2 This policy is intended to help the museum achieve its mission through focused collecting. It supersedes all previous and existing practices and policies, formal or informal, relating to the acquisition of objects for the collections of Cork Public Museum. It is planned that this and any subsequent policies will be discussed annually by museum management. A detailed review of the Policy will be conducted every five years and any revised statement will be submitted to the City Council Members for approval. The adoption and implementation of this policy by Cork City Council is a requirement of the Heritage Council's Museum Standards Programme for Ireland.
- **1.3** This policy recognises the collection as its greatest resource and sets out how the museum intends to accomplish its mission by:
- Collecting, preserving and exhibiting Cork's portable material heritage and natural history
- Promoting the collections and making them accessible to local, national and international audiences.
- Collaborating with local/national historical, archaeological, social and cultural groups to help promote a better understanding of Cork's rich heritage

• Taking the lead in education, research, and scholarship on everything pertaining to the collections

### 2. Museum Background/History/Current Collection Policy and Practice

**2.1** Cork Public Museum (CPM) was officially opened on April 4<sup>th</sup> 1945 and has been located since then in Shrubbery House, a Georgian style building situated in Fitzgerald Park on the outskirts of the Cork City centre. There was an earlier museum present in the same building from 1910-1924 that was named the Fitzgerald Park Municipal Museum (FPMM). This museum was under the remit of Cork Corporation and when the FPMM closed in 1924, the museum building served many municipal functions until it was decided to open CPM in 1945.

CPM, on the other hand, was originally structured as a collaborative undertaking between Cork Corporation, University College Cork and Cork County Council. The Corporation agreed to provide the building and funding while UCC managed the museum and paid the curator's wage. Cork County Council contributed a certain amount every year for the museum's upkeep.

Management of the museum's collections was enabled by the Irish University Act of 1908 and UCC provided the exhibition cases, knowledge and expertise to ensure the success of the museum's early decades. This arrangement remained in place until 1963 when the museum and its collections passed back under the control and management of Cork Corporation. The museum building and its collections are now owned and managed by Cork City Council. In 2005, a new museum extension was opened with permanent exhibition galleries and temporary exhibition spaces.

- **2.2** Cork Public Museum is a designated museum under the National Monuments Amendment Act (1994) and under the terms of Section 68 (2) of the *National Cultural Institutions Act, 1997*, Cork Public Museum was designated as an appropriate place for the cultural care of State-owned archaeological objects that are predominately of local rather than national interest.
- **2.3** While the Museum has not had a written collections policy up until now, it has been the practice of the Museum since its foundation to collect archaeological and historical material relating to the geographical boundaries of Cork and/or its people.
- **2.4** Though materials from several fields of the natural sciences exist in the Museum's collections, it is no longer the aim of the Museum to collect or receive objects from disciplines such as geology, ornithology or botany.
- **2.5** Since 1945, the Museum's collections have been principally amassed through donations, in terms of the historical material, as well as through the legal acquisition of archaeological material, including some assemblages from excavations. Purchases have

occasionally been made when funds permit, but there has never been a formal acquisitions budget. The museum has also taken loans for long and short term periods. The collection is housed in Shrubbery House, Fitzgerald Park and the artefacts are either on display in one of the Museum's public galleries or else are stored in one of our store rooms or in one of our two off-site storage facilities at **Location 1** or the **Location 2**.

## 3. The Collections: Type and Quantity

- 3.1 The present collection is made up of about 70 80,000 objects relating to the history, prehistory and natural history of Cork City and County. As well as the accessioned material, Cork Public Museum currently has loans from institutions such as UCC, the National Museum of Ireland and many other private individuals. Approximately 9-10% of the collection is currently on long-term loan from other institutions or individuals.
- **3.2** The majority of the collections were donated to or purchased by Cork Public Museum over the last seventy years. These objects make up our permanent collection.
- 3.3 The majority of the collections are of local and regional importance but there are many objects related to individuals and events of national and international importance. Examples of these objects include an original 1916 Proclamation of Independence or the 300 letters between Michael Collins and Kitty Kiernan.
- **3.3** The Museum collection can be categorised under the following headings: Archaeology; Civic History; Social and Economic History; Political and Military History; Natural Sciences; Fine Arts.

### 3.4 ARCHAEOLOGY

It is important to point out that the majority of CPM's archaeological collections are inadequately catalogued so it is impossible to give an accurate description or exact total of what the museum actually holds in its care. How the museum hopes to tackle this issue to create a more thorough and complete inventory is laid out in our **Documentation Backlog Plan.** 

Archaeology has always been an integral part of the collecting ethos of CPM. The museum's first curator, M J O'Kelly (1945-63), was also Professor of Archaeology at UCC during his tenure here. Under his stewardship, the museum acquired and (still) exhibits the material from the many exhibitions carried out by O'Kelly and his colleagues throughout Cork and Munster. Indeed it is artefactual assemblages from excavations carried out since 1945 that form the largest portion of our archaeological collections. The following periods are

represented in the collection: Mesolithic, Neolithic, Bronze Age, Early Medieval, Later Medieval, and Post Medieval. It is estimated that the museum currently holds 25 – 30,000 archaeological objects made up of isolated finds/acquisitions to large assemblages of material unearthed in the hundreds of excavations conducted in Cork over the last sixty years or so. There are also examples of archaeological objects that had once resided in private ownership. The following is a brief layout and description of the more important elements of our archaeological collections:

### Cork City's Excavation Assemblages (20,000):

The numerous excavations conducted in Cork City since 1984 have produced a multitude of finds including but not limited to pottery, animal/human bone, metal, glass and wooden artefacts, as well as leather objects and textiles. The excavations were conducted by the Archaeological Services Unit, Department of Archaeology UCC, as well as by a number of other private archaeological companies in collaboration with Cork City Council. The excavated materials came from a wide variety of sites spread across the city and cover the period of occupation in the city from the late 10<sup>th</sup> to early 18<sup>th</sup> centuries. The wide variety of objects detail many facets of the lives of the Cork's inhabitants during this time including trade, commerce, lifestyle and culture and have provided excellent information for archaeologists and researchers on the origins and development of the city. In fact, the most recent excavations on South Main Street have provided the first firm and concrete evidence of the earliest Viking settlement and Hiberno-Norse origins of Cork.

The majority of this material has ended up at Cork Public Museum and is estimated to number about **20,000 objects**. Some of this collection is housed in the museum's store rooms but the majority of the material is stored off-site at **Location 1** in a section of a depot owned by Cork City Council. About 200 objects from these assemblages are on permanent display and represent a cross-section of the material excavated in the city's many excavations. More information on these excavations and the uncovered material can be found in the highly detailed post-excavation publications produced by UCC Archaeology Department/Cork City Council since the 1990s. It is hoped that a full and comprehensive catalogue of this collection will be created within the next two years (see Documentation Backlog Plan).

### NRA County Cork Road Scheme's Assemblage (3-4,000):

In 2008, Cork Public Museum hosted a very interesting and popular exhibition – 'New Roads – New Discoveries' in collaboration with the National Roads Authority (NRA) that detailed the results of 114 excavations undertaken during the construction of five new road schemes in Co. Cork. In 2009, all the material generated from the 2000-2006 excavations was deposited in the museum. This assemblage includes a variety of object types such as

pottery, metal, stone lithics and stone tools covering all archaeological periods from the Mesolithic to the Early Modern era. The collection is made up of 45 boxes and 8 large stone objects; in all the assemblage totals about **3-4,000 items**.

Due to lack of staff, and the fallout of the 2009 flooding of the museum, this collection has yet to be documented in full. More information on these excavations and the uncovered material can be found in the highly detailed post-excavation publication *Generations – The archaeology of five national road schemes in County Cork Vol. I & II* (2013). It is hoped that a full and comprehensive catalogue of this collection will be created by 2020 (see Documentation Backlog Plan).

### Garryduff I Assemblage (600):

In the summer of 1945, an important ringfort site was excavated by M J O'Kelly, first curator of Cork Public Museum and later Professor of Archaeology at UCC. In total, **c600 objects** are currently in the care of Cork Public Museum. The range and quality of the objects is staggering and includes exquisite glasswork, metal tools and objects, crucibles and a myriad of stone artefacts. It is obvious from these finds that the site's occupants engaged in high quality craft working and artisan activities. This is exemplified by Garryduff's most famous and important find, the Garryduff Gold Bird.

### Garranes Assemblage (1,600):

Another excavated site whose finds form part of the museum's archaeological collections is Garranes Ringfort, which was excavated in late 1930s. In total, **c1,600 objects** are stored/exhibited at the museum. It is clear from the excavated material that a 'workshop' had been uncovered with clear evidence of organised and high-quality craftsmanship. The vast majority of the artefacts are crucibles or crucible fragments.

### General Archaeological Material

There are approximately another **1000** archaeological objects that have been collected through individual donations and acquisitions made as a designated museum. Highlights of this material include wooden tools from a Bronze-Age mine in Mount Gabriel, decorated passage tomb stone from Cape Clear Ireland and remains of an early medieval watermill from Cloontycarthy. We also have objects on display from many sites outside Cork such as Church Island and Beginish Island in County Kerry and Toome Bay, County Antrim.

The museum has also acquired a small assortment of classical material that includes artefacts from the Ancient Roman, Egyptian and Grecian periods. Though we are unsure of the provenance of these items, it is most likely that they originally formed part of a much larger collections of private collectors like Canon Power. It is also highly likely that the

material may have been part of the original collection from the Fitzgerald Park Municipal Museum (1910-1924).

Overall the archaeological collection is in need of re-organising so that it can be better understood, accessed and catalogued. Part of this strategy will reflect the desire to transfer the majority of the excavated collections to the National Museum of Ireland Collections Resource Centre, Swords as well as transferring any material that originated outside of Cork will hopefully be returned to a more suitable and local designated museum. How the museum hopes to tackle this issue to create a more thorough and complete inventory is laid out in our **Documentation Backlog Plan.** 

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### 3.5 NATURAL HISTORY

Our natural history collection is a small but interesting assortment of extinct animal bones, ornithological specimens and geological samples. In total, this collection numbers about 400 objects. However, CPM does not actively seek these types of collections and no natural history acquisitions have been acquired by the museum since the mid-1990s.

The most prominent objects in our natural history collection are the bones/antlers belonging to several Giant Irish Deer that were excavated in 1993 in the Wilton area, not far from the museum. There are about 50 bones/antler parts in total that include 4 skulls and several large fragments of antler. The majority of these biological remains are on permanent display.

We have 80 examples of ornithological taxidermy and eggs from both native and foreign birds represented. There are no examples of other animals. All these items are in full-time storage with no plans to display them in the foreseeable future.

The remainder of our natural history collection are about 300 or so geological specimens, of which half of them were loaned to the museum in 1986 by the Geology Department, UCC. The rest of the material is of unknown origin. The entire geological collection includes samples of different rock-types, fossils and minerals. Plans are underway to return these geological specimens to UCC as there are no plans to include any more geological displays at the museum.

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### 3.6 HISTORY

Our historical materials make up over half of our total collection. These collections relate to the social, cultural, political and military history of Cork City and County (c.30,000-40,000). The range of objects included in this category comprise documents/photographs/newspapers, stone, arms/armour/uniforms, flags, ceramics, coins, furniture, textiles/lace, silver, glass, and other miscellaneous types. They tell the story of the growth of the Cork from a burgeoning medieval town in the 1600s to a large twenty-first century city. Overall, the historical collections relate to the individuals, events and developments that have shaped Cork City for over 400 years.

### **Civic/Political**

In 1185, King John granted Cork City its own charter, which began over 800 years of municipal governance. A substantial collection of material related Cork's rich civic and political history is housed at CPM. These include an assortment of objects from the Cork's original mid-18<sup>th</sup> century Mansion House (now part of the Mercy Hospital) and the city's first City Hall, which was burnt out during the War of Independence. The collection also contains numerous official objects used in previous city councils such as an Alderman's badge, maces, sword and many presentations and gifts made to former mayors and Lord Mayors of Cork. One notable object is a silver collar of the order of St. Simplicius to Maurice Roche, mayor of Cork, by Queen Elizabeth I, for his able services in repelling an uprising in the city (Fig. 16). The politically turbulent years of the nineteenth and early twentieth century's are well represented in the museum's collection. These collections make up over half of our entire historical catalogue and cover the many individuals and organisations that helped create Irish Independence. The museum houses the personal and political effects of men such as Daniel O' Connell, O'Donovan Rossa, Michael Collins, Tomás MacCurtain and Terence MacSwiney. Artefacts relating to the various nationalist political organisations including the Irish Parlimentary Party, Sinn Fein, the Land League and the United Irish League form part of this large and varied collection. The political collection is particular strong around the 1918 general election and the formation of the first Dáil in 1919.

### Military

The museum's military collection contains quite a large assortment of arms/armoury including rifles, revolvers, Bayonets, Swords, pistols, muskets, shotguns and ammunition. The museum also has a large collection of military-related objects such as uniforms, medals, flags, as well as documents, photographs and personal effects of the soldiers involved in the many conflicts in and outside Ireland during the nineteenth and twentieth centuries. From an Irish point of view, the collection is strongest for the period from the 1798 Rebellion to the Irish Civil War in 1923. The museum has objects and documents relating to the Young Irelanders, the Fenians, the Irish Volunteers and the IRA. Central to these

collections is the material connected with leading and influential Cork men and women involved in the local and national events of this period including:

**Tomás MacCurtain:** This collection had been on loan to Cork Public Museum since the 1960s. It includes documents, artefacts and personal effects of Tomás MacCurtain who was one of the original founders of the Irish Volunteers in Cork, commanding officer of the Cork Brigade from 1913-1920 and the city's first republican Lord Mayor. Last year, the museum, with support from the Cork City Council, purchased this collection as well as other material still held by the MacCurtain family. The collection also includes the papers and effects that belonged to MacCurtain's son, Tomás Óg, a leading republican and member of the IRA Executive during the 1940s and the Border Campaign of the 1950s.

Terence MacSwiney: This collection has been on long-term loan from the MacSwiney-Brugha family since 1960s. MacSwiney was the second-in-command chief organiser of the Cork Brigade of volunteers from 1914 until his death in 1920. He was also a playwright, poet and scholar as well as succeeding MacCurtain as Lord Mayor of Cork following his murder in 1920. MacSwiney himself died on hunger strike in Brixton Prison in October. This collection contains MacSwiney's letters, notebooks, poetry, scripts, as well as many documents relating to his work as volunteer organiser during the 1915 -1920. This collection also has material related to his sisters, Máire and Aine who played an important part in the nationalist movement in the city at the time

The Conlon Collection: This material consists of letters, minute books, photographs related to the work of sisters, May and Lil Conlon, who were leading members of the Cumann na mBan in Cork. This archive is particularly interesting in highlighting the role women played in the events that led to Irish independence. This material was acquired by the museum directly from the family in 2007.

**Michael Collins Collection:** The museum has a small collection of Collins personal possessions of Collins including the hat he wore in the GPO in 1916. The most significant part of this collection is the 300 or so letters, telegrams and envelopes exchanged between Collins and Kitty Kiernan. The late former TD Peter Barry donated this material to the museum in 1996.

There are also many other smaller collections connected to other prominent individuals and organisations during this period including Diarmuid Lynch, Roger Casement, Tom Barry and Tom Hales. The museum also has artefacts related to international wars in which Cork men were involved including the US Civil War, the Franco-Prussian War, the Boer War, WWI and WWII.

### 4. Statement of Acquisition Brief

- **4.1** It is the policy of the Museum to prioritise the acquisition of archaeological and historical material from or relating to Cork City and County; and material related to any persons, organisations or events connected to Cork's social, military, cultural and industrial histories, as well as material connected to the city's civic history from the late 12<sup>th</sup> century onwards.
- **4.2** The Museum's acquisition policy in this regard is an active one and objects are usually acquired through donation or reporting, but also occasionally through purchase. Material outside of Cork may be acquired passively in cases where the material fills a gap within the museum's collection or where it is deemed to enhance an existing area within the collection.
- **4.3** The Museum will consider all potential acquisitions and whether they are consistent with its collection policy and whether Cork Public Museum is the most suitable place for the material.
- 4.4 The Museum acknowledges that the National Museum has traditionally collected archaeological and historical material from County Cork, while the Cork City and County Archives, and Cork City Libraries actively collect historical documents relating to the County. There are also the Crawford Art Gallery, Cork Butter Museum and the Military Museum, Collins Barracks that also collect and curate material from Cork's historical past. There are also many museums and heritage centres throughout County Cork that have archaeological and historical material in their care. Cork Public Museum will work with these and other organisations to ensure that the material is preserved in the place most appropriate, given its nature and provenance.
- 4.5 The Museum Curator, as Cork Public Museum's senior museum professional, will have delegated authority and responsibility for: accepting or rejecting potential gifts or bequests to the Museum, soliciting gifts of material for the collections within the terms of this policy, making recommendations and taking actions on the purchase of material in accordance with this Policy. All decisions taken regarding the acquisition of objects are documented and approved by the Museum Curator.
- **4.6** Before acquiring any object, the following considerations are made before accepting any acquisition: the condition and conservation needs of the object, the potential of displaying the object, the safety of the object if not acquired, and the long term storage and care of the object.
- **4.7** Once an object/s comes into the care of the museum it will be evaluated and decision will be made within **six weeks** as to whether or not it is to be acquired. This may be

extended to twelve weeks in cases where the acquisition of an object/s would result in significant financial implications for the Museum, in terms of storage, conservation or display, in order to allow consultation with Cork City Council. If possible and practical, a second appraisal of the object/s monetary and aesthetic worth should be secured by the Museum from a recognised and unbiased authority.

- **4.8** The Museum will not acquire, whether by purchase, gift or bequest any object, unless the Curator is satisfied that valid title to the object in question can be acquired. In particular no object will be collected which has been acquired in, or exported from, its country of origin including the Republic of Ireland, or any intermediate country in which it may have been legally owned, in violation of that country's laws.
- **4.9** The donor is responsible for appraisals of value. Under no circumstances shall the Museum provide an appraisal of a donation. It may offer only suggestions concerning outside appraisal services.
- **4.10** Where an object is offered as a gift in good faith and the perspective donor is uncertain of the identity of the legal owner/s and the museum is unable to find this out as a result of its own reasonable efforts, the Curator shall be permitted to accept the object, provided a permanent and detailed note of the circumstances and known facts is made at the time of acceptance.
- **4.11** The Museum shall extend to any donor the right of anonymity.
- **4.12** All acquisitions are to be outright and unconditional.
- **4.13** All donations to the Museum's collections are irrevocable upon formal and physical transfer into the Museum. Once donated, Cork Public Museum retains full copyright and ownership of the object. The treatment and display of the object is at the discretion of Cork Public Museum.
- **4.14** All acquisitions will be assigned an accession number, documented, and all appropriate records will be permanently maintained by Museum staff.
- **4.15** If an object is deemed not to be appropriate for acquisition by the Museum, then alternative options will be outlined to the donor/seller to ensure that the most suitable home for the object is found.
- **4.16** The Museum does not have an acquisitions budget and purchases are only made on occasion when funds permit. Purchases are usually made from auction house or from individuals. In the case of auctions the Museum will communicate with other public

museums, libraries and archives in Ireland to ensure there is no competition between State institutions. The Curator needs to seek approval from the City Librarian, Director of Service or the Chief Executive before any purchases can be finalised.

- **4.17** The Museum communicates with the National Museum of Ireland with regard to the discovery of archaeological objects and for advice on the amounts to be paid to finders. If the Museum has difficulty in paying a reward it has the facility of applying to a fund to assist designated museums, administered by the Department of Arts, Heritage, Regional, Rural and Gaeltacht Affairs.
- **4.18** It is the Museum's policy generally not to accept material on loan from individuals in cases where donation or purchase is clearly the more appropriate option. Loans are generally only made for a finite period for exhibition or study purposes. In the case of exhibitions, the Museum recognises that it is preferable to borrow from other publicly funded institutions but the Museum will accept loans from private organisations or individuals if the object/s is of particular importance. Only in very special circumstances will material be accepted on loan for reasons other than exhibition or study, as such loans have an impact on the museum's resources and finances and are a liability. No object will be received on 'permanent loan', a term which has no legal status. The period of all loans will normally be agreed in writing between the museum and the owner of the object at the time of deposit. Where the term of a loan has expired, it may be reviewed or extended for further finite periods, at the discretion of both the owner and the Museum.
- **4.19** It is the Curator's responsibility to ensure that the Collection's Policy is adhered to and implemented on a day to day basis. With improvements in the Museum's staffing structure over the next 12-24 months will result in this responsibility being shared with other staff members including a Collections and Documentation Officer. Cork City Council must approve any changes that are made to the Museum's Collection Policy.

### 5. Limitations

- 5.1 Cork Public Museum will abide by any State law regarding archaeological sites and artefacts, including: the National Monuments Act 1930 and its amendments in 1954, 1987, 1994 and 2004; the Cultural Institutions Act 1997; and any subsequent Acts that come into law. The Museum recognises the authority of the statutory bodies and their responsibilities.
- **5.2** The Museum will collect material from any period in the past relating to human occupation in Cork.
- 5.3 There are a number of museums and archives also collecting in County Cork and Cork Public Museum works with these other institutions to ensure that there is no

duplication in the areas of collecting. Thus from 2017 onwards Cork Public Museum will not actively acquire large collections in the areas of agriculture, folk life, furniture, natural sciences and art. Material from these research areas form part of Cork Public Museum's collection as they were acquired sometime over the last seven decades.

- **5.4** The Museum will not acquire an object or objects that the Curator considers to be impractical to house in the Museum's existing limited storage facilities.
- 5.5 The Museum only actively collects archaeological and historical objects that have a connection with the geographical area of County Cork. As stated in Section 4.2, the Museum may passively acquire objects outside of this area if they fill an existing gap within the collection or where they are deemed to enhance an existing part of the collection.
- 5.6 As the Museum does not have a conservator on its staff, it will not acquire objects where there is a conservation need that would have a cost implication beyond the means of the Museum. Exceptions will be made for object/s that would enhance the Museum's collection and when outside funding can be found to pay for any conservation work needed to be undertaken. The Curator will consult with a qualified conservator to access the extent of conservation work needed. Any conservation job must be tendered for and all jobs must be approved by Cork City Council.
- 5.7 The Museum currently has a historian/archaeologist on its staff and thus has the knowledge and skills necessary to meet the needs of its acquisition policy. The Museum currently does not have the skills or knowledge necessary to collect outside of the areas of history and archaeology. If further information or expertise is required, the Curator will contact another institution or suitably qualified individual to gain further insight and knowledge of any potential acquisition.
- **5.8** The number of acquisitions made each year must reflect the availability of staff time to complete the necessary documentation, cataloguing, conservation, storage and research of the objects.
- **5.9** Due to the current staffing levels at the Museum, there is usually a 6-12 month period before any acquisition will be made available for research purchases. This is to allow for the necessary tasks identified in Section 5.8, to be carried out.

### 6. Obligations

- **6.1** It is the Museum's policy to keep all files relating to acquisitions and possible acquisitions up-to-date on an on-going basis. Museum staff will complete all documentation relevant to its acquisition, including entry forms, accession forms, and any additional documents that may need to be completed in order to transfer the title of an object at the time an object's acquisition. All correspondence and completed forms are filed together in a fire-proof filing cabinet on-site.
- 6.2 The Museum practices preventative conservation and all objects are kept in environments suitable to their material and condition. The Museum endeavours to have any objects that are acquired which are in need of urgent treatment professionally conserved as a matter of priority. It is the practice of Cork Public Museum to consult with the National Museum of Ireland before the conservation of archaeological artefacts takes place. Licenses will be applied for before any archaeological object is conserved.
- 6.3 The security of the collection is a priority for the Museum. The majority of the Museum's collection is kept on-site within the Museum building and the rest of the material is securely stored in two off-site locations. The storage facilities (both on and off-site) are locked at all times and all artefacts on display, with the exception of some large heavy objects, are kept in locked glass cases. The galleries and storage areas are alarmed against fire and theft and the alarm systems are monitored permanently by a security company. Any person who wishes to access the storage facilities must be accompanied by a member of staff.
- 6.4 The Museum endeavours to give as much access to the collection as is safe to do so considering its staffing and space constraints. Currently all objects in the collection are available to researchers and members of the public for examination by appointment, as long as they have been fully accessioned into the Museum's documentation records. The Museum only permits material to be examined within the Museum building during normal working hours and under staff supervision. A person who may require extensive access to the collection may be required to present a letter of reference and must give at least one month's notice before the intended period of research.
- **6.5** While the Museum is not in a position in terms of space and finance to display all of its collection at any one time, it does endeavour to rotate the objects that are on display in its permanent galleries on a regular basis. In its programme of temporary exhibitions the Museum will strive to include objects from its own collection where suitable.
- 6.6 All objects put on display at Cork Public will be subject to interpretation. All exhibited material is accompanied by a label containing the following information: object name; known or approximate date; provenance if known; accession number; and the

donor's/finder's name if applicable. In circumstances where space permits the label may also contain a short text providing contextual information about the object.

6.6 The Museum is actively engaged in the research and publication of its collection. The Museum also encourages and assists Museum volunteers and external researchers to research and publish material from the Museum's collection.