



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Kim Welsh

**SUBJECT: DEACCESSION OF ITEMS IN
CITY COLLECTIONS**

DATE: May 18, 2020

Approved

Date

5/21/2020

RECOMMENDATION

Approve the recommendation of the proposed deaccession of items in the City's collections in accordance with the History San Jose Collections Management Policy.

OUTCOME

The outcome of City Council's approval of the proposed deaccession of items in the City's collections will enable History San Jose to dispose of the items in accordance with the History San Jose Collections Management Policy.

BACKGROUND

In July 2019, the City entered into an agreement with the nonprofit organization History San Jose to operate the City-owned Kelley Park Museum and Fallon-Peralta Complex. Management of the City's museum collections was transferred to History San Jose as part of the agreement. The agreement requires History San Jose to manage the City's collections in accordance with the History San Jose Collections Management Policy (Attachment A). Section VI of the Collections Management Policy relates to deaccession and disposal of items. In accordance with Section VI, an object may be deaccessioned if it is irrelevant to History San Jose's mission, redundant, lacks physical integrity, or was acquired illegally or in a manner contrary to the History San Jose acquisition policy. Items removed from the collection are disposed of by the following methods, in order of priority: 1) sale, transfer to, or trade with another non-profit museum or institution; 2) sale by public auction or in the public marketplace; or 3) destruction or disposal. Proceeds from the sale of deaccessioned items are maintained in an account identified for the sole purpose of preservation and acquisition of collections.

Section 2.08.2630 of the City of San Jose Municipal Code outlines the Historic Landmarks Commission functions, powers, and duties. Pursuant to this section, the Historic Landmarks Commission shall advise and make recommendations to the City Council and City Manager

relating to the sale, exchange or other disposal of surplus historical properties belonging to the City or its historical museum. This item was referred to the Historic Landmarks Commission for comment at their May 6, 2020 meeting.

ANALYSIS

History San Jose is in the process of consolidating items that either do not fit the mission statement, are duplicates of other collection items, have unknown provenance, or are in poor condition. A complete list of the items proposed for deaccession (Attachment B) includes a description of the condition and reason for the proposed deaccession for each item.

The Historic Landmarks Commission reviewed History San Jose's proposal to deaccession of approximately 5,040 items from City collections at their May 6, 2020 meeting and discussed the recommended approval of the proposed deaccession of items in City collections in accordance with the History San Jose Collections Management Policy. The memo from the Historic Landmarks Commission on this item (Attachment C) provide details of the discussion and recommends approval of the deaccession items.

CONCLUSION

History San Jose submitted a list of items for proposed deaccession to Juliet Arroyo, Historic Preservation Officer and Arlene Biala, Senior Arts Program Manager who oversees the Operation & Maintenance Agreement with History San Jose. The Historic Landmarks Commission discussed the proposed list of items identified in Exhibit B at its May 6, 2020 meeting and recommends that City Council approve the deaccession items.

EVALUATION AND FOLLOW-UP

As further recommendations regarding deaccession are made by the Historic Landmarks Commission they will be brought to Council for consideration.

CLIMATE SMART SAN JOSE

The recommendation in this memo has no effect on Climate Smart San José energy, water, or mobility goals.

PUBLIC OUTREACH

At the February 5, 2020 Historic Landmarks Commission meeting, Planning, Building and Code Enforcement staff and History San Jose staff reported that this item would be placed on a future meeting agenda. The item was placed on the May 6, 2020 Historic Landmarks Commission agenda. No members of the public spoke on this item. Information about the proposal has been made available through the Planning Division website, and staff has been available to respond to questions.

This memorandum will be posted on the City's website for the June 2, 2020 Council Agenda.

COORDINATION

This memorandum has been coordinated with the City Attorney's Office and the Department of Planning, Building and Code Enforcement.

COMMISSION RECOMMENDATION/INPUT

The Historic Landmarks Commission discussed the proposed deaccession of items identified in Exhibit B at its May 6, 2020 meeting and recommends approval.

CEQA

Not a Project, File No. PP17-010, City Organizational and Administrative Activities resulting in no changes to the physical environment.

/s/

KIM WALESH
Deputy City Manager
Director of Economic Development

For questions please contact Kerry Adams Hapner, Director of Cultural Affairs, at 408-793-4333.

Attachment A: History San Jose Collections Management Policy
Attachment B: List of items proposed for deaccession
Attachment C: Historic Landmarks Commission memo of May 8, 2020