



EXHIBITION POLICY

Our Mission: *To develop awareness and promote understanding of the Polish experience in Canada in current and future generations of Canadians, presenting our stories through exhibitions, presentations, workshops and special events.*

Our Vision: *The Polish Museum is a non-profit, volunteer-based organization committed to the promotion of the Polish experience in Manitoba and Canada, the collection and preservation of artefacts reflecting both rural and urban lifestyles, and the exploration, research, and exhibition of Polish history, traditions and folklore.*

PURPOSE

“The purpose of exhibits is to involve visitors in the process of discovery, to spark curiosity, to inform, to provoke thought, to stimulate imagination, and to heighten appreciation and understanding.” - Royal Ontario Museum, [Board Policy Exhibits](#)

The Purpose of the Ogniwo Polish Museum is:

To collect, preserve, document, and display artefacts and other miscellaneous items relating to the Polish presence in Winnipeg beginning with the first wave of immigration (1812) and lasting to the present.

AUDIENCE

The Ogniwo Polish Museum serves a large and diverse audience. We aim to inform and educate the general public about the Polish community in Winnipeg from the time of the Lord Selkirk settlement to the present.

TYPES OF EXHIBITS

Permanent

Due to space considerations, the Ogniwo Polish Museum chooses not to create permanent exhibits.

Temporary

The entirety of the display area of the museum is allocated and reserved for temporary exhibits.

Travelling

The museum may choose to host travelling exhibits for the education and enjoyment of the visiting public. These exhibits should meet with the museum’s exhibition policy and mandate, or can be introduced for their own intrinsic value and the interest of the community. If the museum displays an exhibit from another museum or organisation, consideration should be given to including objects from the Polish museum’s own collection. Any contractual or financial responsibilities will be negotiated on an as-needed basis with the cooperating institution.

Duration

Temporary exhibits will be displayed for no less than three months and may last up to eight months, unless otherwise dictated by the Board of Directors.

Travelling exhibits will be displayed for no less than one week and may last up to three months, unless otherwise dictated by the Board of Directors.

Authority and Developing Exhibits

The Coordinator of Exhibits and the Board of Directors have primary responsibility for planning, coordination, production, evaluation, and maintenance of exhibits, consulting where necessary with other areas of expertise, and for reporting on these to the rest of the Board on a regular basis.

DISPLAY APPEARANCE/ STYLE

Orientation and Exhibition Space

As a public institution, the Ogniwo Polish Museum will maintain an exterior and interior appearance, including entrance and all exhibition areas, that will accommodate visitors of all ages and capabilities. The exhibition space will be set up for easy access and displays will fully utilize their designated display space. Furnishings in display areas will be oriented in such a way that they do not overcrowd or overpower the visitor.

Lighting

Exhibition lighting will be arranged according to accepted museum standards. The nature and condition of the artefact will be considered in the selection of the type of lighting.

Furniture

Furnishings and mounts used for display purposes will be chosen and/or designed to protect the artefacts from adverse handling, dust, dirt, or physical hazards without obstructing the visitor's view or appreciation of the display.

Graphics

All graphics, labels and text will have a professional appearance and reasonable durability. They shall not obstruct or interfere with the visitor's view or appreciation of the display.

CONSERVATION

While on display artefacts will not be exposed to overuse or deterioration through their utilization within an exhibit. Artefacts on display will be monitored for deterioration.

Environmental and security controls, such as barriers, will be employed, where necessary, to ensure the safety of the artefact and the visitor. The museum will care for all exhibits with respect and diligence, according to accepted professional protocols of exhibit care and handling.

STAFF TRAINING

Volunteers and staff, as well as consultants developing exhibits, shall provide the following skills to the success of the project:

- an understanding of the objectives of the museum,
- an appreciation of the significance of the collection and its potential for display,
- a regard for the preservation of the artefacts on display and a knowledge of how to achieve this,

- good judgment in selecting which artefacts to display, considering their number, quality, and condition,
- creativity in display design and in the written information which accompanies the exhibits,
- sensitivity to the visual components of proportion, colour and light, and
- dexterity in the various manual skills that are required to prepare and mount an exhibition.

HEALTH AND SAFETY

All exhibits will take into account the health and safety of the visitors and staff in accordance with, and applicable to, health and safety laws, meeting the Ogniwó Polish Museum's obligations as a public and community institution.

FINANCIAL RESOURCES

The Board of Directors and Staff will set goals and identify annual budgetary needs for exhibit development and maintenance. Where feasible, applications for grant funding will occur in consultation with the Treasurer and the Board of Directors, to such organizations, whether Federal, Provincial, Municipal or private, that will support the various elements of exhibit preparation. Such grant applications will be prepared with sufficient advance planning to fund the exhibit as it is scheduled within the Museum exhibits calendar. Private donations and corporate sponsors will also be sought to support those exhibit costs that cannot be covered by Grants.

EXHIBIT EVALUATIONS

All exhibits should be evaluated according to the objectives that were accepted by the designer(s) of the exhibit and the Board of Directors. Included in this evaluation should be target audience numbers and response and staff response. The process of evaluation can be through audience, staff or membership surveys, or statistical reviews of attendance. These evaluations are to be presented to the museum Board on a regular basis.

RESPONSIBILITY

All members of the Ogniwó Polish Museum Society Inc., as well as its Board of Directors, and Coordinator of Exhibits have an obligation to adhere to this policy when developing, constructing and maintaining all exhibits, and to be accountable for the quality of these exhibits, in order to realize the full potential of its collections and their importance to the community and the history of the Polish community in Winnipeg.

POLICY REVIEW

This policy will be reviewed by the Board of Directors and Curator on an annual basis, and any changes or additions will be brought forward to the Board of Directors for review and approval.

This Motion presented and passed at a meeting of the Board of Directors, this 18th day of February, 2012.