

## **Scottsdale Municipal/Portable Works (SMPW) Collection POLICY**

### **Purpose**

The Scottsdale Public Art Program, designated by the City of Scottsdale and on its behalf, shall collect, preserve, study, interpret, and exhibit works of art, and provide educational services for the purpose of increasing and enriching public knowledge. Donations of artwork to the City of Scottsdale's SMPW collection are voted on acceptance by the Scottsdale Acquisitions and Policy Panel, and the Scottsdale Public Art Board, every 2<sup>nd</sup> Wednesday of the month.

### **Accessions**

- By execution of the Deed of Gift, the Donor represents and warrants to the Public Art Program that he is the sole owner of title to the objects listed on the donation list, and has full power and authority to give the objects to the City of Scottsdale.
- All actions by the Public Art Program in regard to the disposition and execution of the Deed of Gift shall be governed by majority vote of the Public Art and Collections Committee.
- Gifts to the SMPW Collection are considered outright and unrestricted donations to the City of Scottsdale, to be used in the best interest of the SMPW Collection.
- No object can be considered on, or for, permanent exhibit. Accessioned objects may be used for exhibition, study, research, loan, examination, or deaccession.
- The SMPW Collection shall be available to the public in such a manner that their integrity and well-being will be best preserved. The care and safety of the SMPW Collection shall be the direct responsibility of the Collections Manager.
- The SMPW Collection is owned by the City and is considered a municipal collection subject to public disclosure laws. Donors requesting anonymity will have their interests protected with the utmost sensitivity, but donors should be aware that privileged items of information must be disclosed to persons with a right to know; upon court order; or as otherwise required in accordance with Arizona law and regulations. Anonymous Donors will be notified of conflicts related to public information laws, regulations, and requirements which may necessitate disclosure of information.
- The objects will be utilized in the manner deemed most beneficial to the City of Scottsdale and might be placed in storage for long periods of time.
- Donations to the SMPW Collection are tax deductible but the Public Art Program shall not appraise donations for tax purposes, nor shall Public Art Program staff appraise items as a service for patrons. For the protection of the donor, it is recommended that appraisals be accomplished by a disinterested third party before objects are conveyed to the SMPW Collection.
- The objects may be sold, traded, or otherwise disposed of in an effort to improve the SMPW Collection.

The Donor is encouraged to seek the advice of counsel before claiming deductions for the purpose of computing income and inheritance taxes under the laws of the state of Arizona and the United States. The Internal Revenue Service has determined that the Cultural Council is organized and operated exclusively for educational purposes and is exempt from federal income tax pursuant to Section 501 (a) and (c)(3) of the Internal Revenue Code of 1954, as amended. The Scottsdale Public Art Program affirmatively states that the Donor has not been provided with any goods or services in exchange for the donation listed on the attached page.

