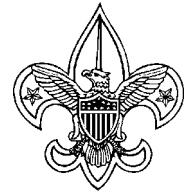




MUSEUM COMMITTEE RESPONSIBILITIES

Old Hickory Council, BSA/Camp Raven Knob
Historical Association



Acquisition

This committee's primary concern would be in identifying and contacting resources. To head up an effort to collect this memorabilia and stay in contact with its various sources. To generate master museum lists and check sheets for publication toward completing the museum collections would also be a part of this—the **"curators"** responsibility.

Cataloging

Developing a system, whereby all memorabilia items are catalogued. Computerized programming of all items, a card catalog system, and a per item label code would be part of this committee's responsibility. These records will help to keep a close track of all items, borrowed or donated, within the Scouting Museum.

Construction

Displays, arrangements, accommodations and layout of the museum show space would be this committee's interest. The buildings showplace would also be a key focus. Responsibilities such as; the placement of lighting, large display spaces, room arrangement styles, and other climatic matters of concern (i.e. climate control, door locations, etc.) would be handled by this committee.

Promotion

Helping to promote the museum Council-wide would be the responsibility of this committee. Using such media as letter and article writing in addition to newspaper promotions will aid in the process of obtaining new items and bring visitors to the museum. Establishing a system of "reward" for patron contribution to the Scouting Museum will also be handled by this committee. Theme exhibits, collection displays and group viewing depend on the promotion of the museum. Exciting others about the new items and publishing details about the museum displays will be an important focus.

Finance

As with any committee or project, financial support is vital. This committee will be in charge of fund raising efforts for the museum. The Scouting Museum will need a building with special considerations, such as a year-round climate control via the use of air conditioning, heat and dehumidifiers. Raising funds for building memorabilia displays, making additions for future growth and continual maintenance of the facility will be a primary concern of this committee. Museum merchandise development, manufacturing specifications and distribution are only a few fundraising considerations for the museum.