

## CHAPTER 4 - DIVISION OF ARCHIVES AND HISTORY

### SUBCHAPTER 4O - MUSEUM OF HISTORY

#### SECTION .0100 - ADMINISTRATION

##### **07 NCAC 04O .0101 STATEMENT OF PURPOSE**

*History Note:* Authority G.S. 121-2(6); 121-4(6); 121-7; 143B-62(2)a;  
*Eff. February 1, 1985;*  
*Amended Eff. February 1, 1987;*  
*Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. July 26, 2015;*  
*Expired Eff. August 1, 2025 pursuant to G.S. 150B-21.3A.*

##### **07 NCAC 04O .0102 VISITING HOURS**

##### **07 NCAC 04O .0103 VISITATION**

##### **07 NCAC 04O .0104 USE OF THE ARCHIVES AND HISTORY/STATE LIBRARY FACILITIES**

##### **07 NCAC 04O .0105 CONSULTATION AND TECHNICAL ASSISTANCE**

##### **07 NCAC 04O .0106 EXHIBIT SERVICES**

##### **07 NCAC 04O .0107 MUSEUM DOCENTS**

*History Note:* Authority G.S. 121-4(6),(9); 121-7; 143B-62(2)a;  
*Eff. February 1, 1985;*  
*Amended Eff. June 1, 1989; February 1, 1987;*  
*Expired Eff. August 1, 2015 pursuant to G.S. 150B-21.3A.*

#### SECTION .0200 - PROGRAMS

##### **07 NCAC 04O .0201 INTERPRETIVE PROGRAMS**

##### **07 NCAC 04O .0202 MOBILE MUSEUM OF HISTORY**

##### **07 NCAC 04O .0203 EXTENSION PROGRAMS**

##### **07 NCAC 04O .0204 TAR HEEL JUNIOR HISTORIAN ASSOCIATION**

*History Note:* Authority G.S. 121-4(4),(6),(11),(13); 121-7; 143B-62(1)g.(3); 143B-62(2)a;  
*Eff. February 1, 1985;*  
*Amended Eff. June 1, 1989;*  
*Expired Eff. August 1, 2015 pursuant to G.S. 150B-21.3A.*

#### SECTION .0300 - COLLECTIONS

##### **07 NCAC 04O .0301 ARTIFACTS**

An accessions committee must approve all artifacts acquired for any purpose by the Division of Archives and History. The accessions committee shall consist of:

- (1) Director, Division of Archives and History, Chairman;
- (2) Chief, Museum of History Section;
- (3) Chief, Historic Sites Section;
- (4) Curator of Collections Branch, Museum of History Section; and
- (5) Other specialists appointed by the committee chairman as needed.

*History Note:* Authority G.S. 121-4(1),(6); 121-7; 143B-62(2)a;  
*Eff. February 1, 1985;*  
*Amended Eff. June 1, 1989;*  
*Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. July 26, 2015.*

**07 NCAC 040 .0302 APPRAISAL**

The museum will not appraise artifacts.

*History Note: Authority G.S. 121-4(1),(6); 121-7; 143B-62(2)a;*

*Eff. February 1, 1985;*

*Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. July 26, 2015.*

**07 NCAC 040 .0303 ACQUISITIONS**

(a) All artifacts must be provisionally accepted by the registrar or one of the registrar's assigns and forwarded to the Division for approval by the accessions committee.

(b) A contract of gift must be signed by the registrar, Museum of History Section, or a divisional agent at a curatorial or higher level, and the donor.

(c) A contract of loan containing the conditions of the loan must be completed and signed by the registrar, Museum of History Section, or a divisional agent at a curatorial or higher level, and the owner prior to the lending of any artifact to the Division.

(d) Items left temporarily with the museum for identification must be recorded on a receipt form and one copy given to the owner. If the owner fails to pick up or otherwise receive custody of items left for identification within one year of written notification and after at least three documented efforts by the museum to return them, the items revert to the museum for disposal.

*History Note: Authority G.S. 121-4(6),(9); 121-7; 143B-62(2)a;*

*Eff. February 1, 1985;*

*Amended Eff. June 1, 1989;*

*Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. July 26, 2015.*

**07 NCAC 040 .0304 LOANS**

(a) Museum materials will not be loaned or otherwise used for projects other than museum or research-related occasions. The loan of museum artifacts is restricted to nonprofit educational institutions for research and study, exhibition, or educational purposes, after it has been determined by the Curator of Collections in conjunction with the conservation staff of the Museum of History that the artifact's physical condition will not be negatively impaired by the loan and there is no present or future commitment for the utilization of the artifact.

(b) Loans of artifacts are subject to the following conditions:

- (1) The transportation and utilization of borrowed artifacts must comply with guidelines established by the Curator of Collections for the Museum of History.
- (2) The borrower must provide proof of insurance policies to cover all loan items and adequate security for their protection. The borrower shall be responsible for reimbursing the Museum of History for any damage incurred during the period of the loan.
- (3) The artifacts shall remain the property of the Department of Cultural Resources and shall be subject to withdrawal by the Division provided notice of intention to withdraw is given 15 days prior to withdrawal, unless a definite period of loan has been specified by contractual agreement.
- (4) A written contract of loan must be completed and signed by the Curator of Collections, Museum of History Section.

(c) Any museum or similar agency wishing to borrow items from the collection of the Division of Archives and History must contact the Curator of Collections or the Chief, Museum of History Section.

*History Note: Authority G.S. 121-4(6); 121-7; 143B-62(2)a;*

*Eff. February 1, 1985;*

*Amended Eff. June 1, 1989; February 1, 1987;*

*Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. July 26, 2015.*

**07 NCAC 040 .0305 DEACCESSIONS**

The deaccession of artifacts must be approved by the deaccession committee of the Division of Archives and History and by the North Carolina Historical Commission. The deaccession committee shall consist of:

- (1) Director, Division of Archives and History, Chairman;
- (2) Chief, Museum of History Section;
- (3) Chief, Historic Sites Section.

*History Note:* *Authority G.S. 121-4(6); 121-7; 143B-62(2)a;*  
*Eff. February 1, 1985;*  
*Amended Eff. February 1, 1987;*  
*Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. July 26, 2015.*

#### **07 NCAC 040 .0306 RESEARCH AND STORAGE AREAS**

*History Note:* *Authority G.S. 121-4(1),(6); 121-7; 143B-62(2)a;*  
*Eff. February 1, 1985;*  
*Amended Eff. June 1, 1989; February 1, 1987;*  
*Expired Eff. August 1, 2015 pursuant to G.S. 150B-21.3A.*