

# **1. FUNCTIONS OF MUSEUM**

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The functions of modern museums is to collect, preserve, interpret, and display objects of artistic, cultural, or scientific significance for the education of the public. From a visitor or community perspective, the purpose can also depend on one's point of view. A trip to a local history museum or large city art museum can be an entertaining and enlightening way to spend the day. To city leaders, a healthy museum community can be seen as a gauge of the economic health of a city, and a way to increase the sophistication of its inhabitants. To a museum professional, a museum might be seen as a way to educate the public about the museum's mission, such as civil rights or environmentalism. Museums are, above all, storehouses of knowledge. In 1829, James Smithson's bequest, that would fund the Smithsonian Institution, stated he wanted to establish an institution "for the increase and diffusion of knowledge".

Museums of natural history in the late 19th century exemplified the Victorian desire for consumption and for order. Gathering all examples of each classification of a field of knowledge for research and for display was the purpose. As American colleges grew in the 19th century, they developed their own natural history collections for the use of their students. By the last quarter of the 19th century, the scientific research in the universities was shifting toward biological research on a cellular level, and cutting edge research moved from museums to university laboratories.<sup>[6]</sup> While many large museums, such as the Smithsonian Institution, are still respected as research centers, research is no longer a main purpose of most museums. While there is an ongoing debate about the purposes of interpretation of a museum's collection, there has been a consistent mission to protect and preserve cultural artifacts for future generations. Much care, expertise, and expense is invested in preservation efforts to retard decomposition in aging documents, artifacts, artworks, and buildings. All museums display objects that are important to a culture. As historian Steven Conn writes, "To see the thing itself, with one's own eyes and in a public place, surrounded by other people having some version of the same experience can be enchanting."

Museum purposes vary from institution to institution. Some favor education over conservation, or vice versa. For example, in the 1970s, the Canada Science and Technology Museum favored education over preservation of their objects. They displayed objects as well as their functions. One exhibit featured a historic printing press that a staff member used for visitors to create museum memorabilia.<sup>[8]</sup> Some seek to reach a wide audience, such as a national or state museum, while some museums have specific audiences, like the LDS Church History Museum or local history organizations. Generally speaking, museums collect objects of significance that comply with their mission statement for conservation and display. Although most museums do not allow physical contact with the associated artifacts, there are some that are interactive and encourage a more hands-on approach. In 2009, Hampton Court Palace, palace of Henry VIII, opened the council room to the general public to create an interactive environment for visitors. Rather than allowing visitors to handle 500-year-old objects, the museum created replicas, as well as replica costumes. The daily activities, historic clothing, and even temperature changes immerse the visitor in a slice of what Tudor life may have been.

The statutes of the International Council of Museums (ICOM), adopted in 1970, define a museum as "a non-profit, permanent institution in the service of society and its development, open to the

public, which acquires, conserves, researches, communicates and exhibits the tangible and intangible heritage of humanity and its environment for the purposes of education, study and enjoyment". A proposed change to this definition, which would have museums actively engage with political and social issues, was postponed in 2020 after substantial opposition from ICOM members.

In the earlier days museums had a very stagnant role of collecting artifacts and displaying them and not going beyond this idealism. After Globalisation a revolution took place within museum as an institution. It evolved as a centre of education, research, interaction and conservation. The concept changed from displaying to education of not only tangible objects but of intangible objects too. A museum can be defined as non-profit making permanent institution, in the service of society and its development which acquires, conserves, communicates, exhibits and researches for the purpose of study and education of tangible and intangible evidences of man and its environment. Museums invite people to come and learn all it can, it also researches on various ideologies of how it was, it is and could be. Museums are the centre of world interaction of everything that exists in this world. It is a centre of creativity where there is ongoing process of change and gaining of knowledge. Museum as a centre has various functions and they are as follows;

The functions of a museum are; Collection/Documentation the museum collects various objects that are to be displayed and documented. The collections are based on the theme the museum wants to hold, it may be temporary or permanent in nature. After the collections are done the artifacts are documented by the curator. In this the registration and inventory of all cultural assets are recorded, then the archiving of all types of technical, graphic and audio-visual documentation is done in any format. It also controls and manages the internal and external cultural asset transfers as well as their elimination from museum collections. Acquisition of artifacts is one of the functions of a museum.

Exhibition : Exhibitions are the part and parcel of the museum. The function of the museum is to hold exhibitions which may be temporary or permanent. Exhibitions are ways through which you can interact with people on many ways. Museums tell people of their culture, communities, societies, art

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## **2. SECURITY – STORAGE.**

### **Security:**

#### **Requirements:**

1. Design Planning
2. Qualification of Risk
3. Surveillance and alarm system
4. Management and training of security personal
5. Liaison with local authorities
6. Documentation, records and controls
7. Cost of Security
8. The use of independent consultants.

#### **Elements to contribute security in Museums.**

- Staff
- Barriers
- Collection Management Practices

- Environmental monitoring.
- Care in the collection management
- Mishandling
- Vandalism
- Standards for alarms

#### Security Measures

- Internal Security
- External Security

#### Storage:

- Very important
- Objects are better preserved
- Serves as documentation
- Location of Storage
- Location Furniture
- Storage Devises
- Stacking
- Shelving
- Drawers and Cabinets
- Sliding Screens
- Vaults
- Lighting
- Ventilation
- Weather Control System
- Visual Storage
- Storage Materials, Wood, Metals, Fabrics
- Organic and Inorganic Objects
- Metallic Objects: Bronze objects, Coins, Jewelleries,
- Organic Objects: Textile,

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## **2. CONSERVATION**

A museum's prime responsibility must be to maintain its collections and to do everything possible to delay the natural laws of deterioration. The acquisition of an item almost certainly brings it into a new and potentially alien environment. Material that has been recovered from the ground through archaeological excavation may need immediate treatment to stabilize it. Many of the materials from which objects are made are inherently unstable and undergo chemical or structural change as they age. A new or shifting environment can accelerate these changes, and temperature, light, humidity, and human and other biological factors all need to be controlled. In addition, conservation involves the treatment and, where feasible and acceptable, the restoration of objects as nearly as possible to their former condition.

Most large museums have their own laboratories where preservation and restoration work is carried out, and some take on projects for other museums as well. In some cases, as at the British Museum, a separate department of scientific research supports the museum's academic and conservation work, providing advanced scientific equipment for the analysis, dating, and

identification of materials. Some museums are served by independent conservation laboratories, an example of which is the Canadian Conservation Institute in Ottawa, which uses a fleet of mobile laboratories to attend to museum collections in many parts of the country.

## **Documentation**

Documentation is a significant function of any museum, whether it holds only a few hundred objects or many millions of items. Quite apart from the need for records to maintain adequate control of its collections, a museum's documentation system provides an indispensable record of the information associated with the objects for research. The documentation system also may include records to facilitate the museum's interpretative and other work.

The form of a museum's documentation system may vary considerably, but to meet these requirements it should provide the fullest possible information about each item and its history. There are no generally accepted classification schemes for museum objects, although certain subjects have developed schemes with numeric or alphanumeric notations to facilitate the ordering and retrieval of information. For the natural sciences, taxonomic names are normally used.

A number of museums have developed computerized documentation systems, some online but others relying on machine-generated indexes, periodically updated, to meet most of their information requirements. The advantages of computerized documentation have been exploited in a number of ways—for instance, in exchanging data between museums to facilitate study and research or in making collection information available for public use in the museum gallery or over the Internet.

## **Research**

Because they hold the primary material evidence for a number of subjects concerned with an understanding of humankind and the environment, museums clearly have an important role in research. A museum's research program is related to its objectives as an institution. A program may be concerned directly with the public services provided, in preparing exhibitions, catalogs, and other publications, or with promoting a better understanding of the discipline or region that it serves. In large museums, and in university museums in particular, pure and applied research may be of national or international significance and may be associated with fieldwork or study visits. Active research and publication on a given topic, apart from contributing to the academic standing of the institution, may attract further collections relevant to the topic.

Many museums provide facilities, apart from those used by casual visitors, for researchers to study collections and associated documentation. Such facilities may include study rooms with a supporting library and equipment to assist in the examination of collections. Certain museums have accommodations for visiting foreign scholars; this feature is particularly helpful at site museums that are difficult to reach.

## **Exhibition**

Many museums have abandoned the traditional view of exhibition, by which storage and display are ends in themselves, in favour of an approach that enhances the setting of the object or collection. To this end museums use the expertise of a number of specialists—designers, educators, sociologists, and interpreters as well as curators—to improve communication through objects. The result has been a remarkable transformation in the presentation of museum displays. Far greater use is made of colour and light (within the bounds prescribed by conservation requirements), in the way material is interpreted through a variety of mediums (sound, video, interaction between visitor and exhibit, virtual reality, as well as more traditional methods), and in the provision of a more relaxing environment in which to enjoy the exhibits. A result of museums' increased awareness of the needs of their visitors has been a considerable increase in museum attendance.

As the museum's cultural role has developed, so its exhibition work has diversified. Large international exhibitions have been organized by cooperating nations and have been shown in the major museums of the participating countries. Exhibitions organized for national circulation are also increasingly common. Museums concerned with a particular region have arranged topical exhibitions to tour the area, and, in places without suitable premises for display or in sparsely populated areas, exhibitions have toured in specially adapted buses or trains. Some countries have developed multipurpose cultural centres, and collaboration with museums has resulted in exhibition programs successfully reaching a wide audience.

Interest in the historic and natural environment globally has involved museums in the preservation and interpretation of sites, monuments, and landscapes (as in the Slave House museum at Gorée Island, Senegal). Here the conflict inherent in imposing an interpretive medium into a natural or historical context has to be resolved. In its simplest form, interpretation may be conveyed through nature or history trails in which information is provided in written or recorded form. With a historic property there are also opportunities to reenact events associated with the property, such as period battle scenes and banquets, to demonstrate industrial or craft techniques, or to use theatre and son et lumière performances to interpret the site.

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### **3. PRESERVATION – TECHNIQUES**

#### **Three Types of work in Museum**

1. Curative
2. Preventive
3. Restoration

#### **Preventive Measures**

1. Correct levels of Heat and Humidity
2. Protection from Light
3. Good surface for viewing
4. Cleanliness

#### **Classification of objects**

1. Metals
2. Organic Objects

3. In-organic Objects
4. Paintings

**Control Measures for Bio-deterioration**

1. Fumigation
  2. Application of Chemicals
  3. General Treatment and Cryptogrammic Plants
  4. Insect Trapping in Museums
  5. Freeze Drying
  6. Examination of Objects
  7. Removal of Corrosion
  8. Stone Objects
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