

DEACCESSIONING PUBLIC ART PROCEDURES

Deaccession is the procedure for the permanent removal of a work from the City's collection. An artwork may only be considered for deaccession per the policies outlined in Walla Walla Municipal Code (WWMC) Chapter 2.42.

The deaccession process may be initiated by the following persons by submitting a written deaccessioning request to Support Services Department:

1. City Council member, or
2. Arts Commission member, or
3. Community member.

The written request must include the following information (an application form will be developed):

1. Written statement of why the applicant believes the public art piece should be decommissioned. The written statement must include how the decommission request meets with policies outlined WWMC Chapter 2.42.
2. Photo documentation of the artwork.
3. Include any pertinent written correspondence, media coverage, or other evidence of public opinion on the public artwork.

Artwork may only be removed from the City's collection through deaccession after careful and impartial evaluation of the artwork. The following methods of disposition will be considered by the Arts Commission:

1. Artist or estate of the artist will be given an opportunity to acquire the work through purchase, exchange, or other terms as determined by the Arts Commission.
2. Sale of the artwork.
3. Artwork is relocated, for example to a museum or other location for reinstallation.
4. Artwork may be destroyed if a site-specific installation and an alternative site to reinstall is not appropriate or if the artwork has deteriorated or damaged beyond repair.

Process Steps:

1. Deaccession request submitted to Support Services Department.
2. City staff review the documentation submitted. Additional information may be requested.
3. Every attempt will be made, in writing, to notify the artist, or artist's representative, or family member whose work is considered for deaccession.
4. City staff prepares a report and recommendation for the Arts Commission review.
5. Arts Commission will review the deaccession request and supporting documents.
6. Arts Commission will solicit public input on the deaccession request.
7. Arts Commission will recommend an action to the Walla Walla City Council.
8. City Council review of the Arts Commission recommendation and render a decision.