

Inventory of items acquired through the Jean F Watson Bequest

Committee on the Jean F Watson Bequest

16 March 2009

Purpose of report

- 1 To inform the Committee of the preparation of an inventory of all the items purchased through the Jean F Watson Bequest.

Main report

2. In May 2008, the Finance Department suggested that it would be appropriate to ensure that there is a list of work purchased for the City Art Centre's collection through the Jean F Watson Bequest. This was to meet the requirements of Charity Law in terms of safeguarding the assets of the Trust.
3. Because of the additional resources required to undertake this, the Finance Department considered it reasonable that the cost of doing this should be recharged to the Trust and subsequently reported to the Committee.
4. The work was undertaken over the summer of 2008, by a freelance curator, Miranda Appleby, who had worked as research assistant and tour co-ordinator for the City Art Centre exhibition *Hand, Heart and Soul* shown in 2007.
5. Using the existing *Io* computerized museums documentation system based at the City Art Centre, Miranda prepared a complete list of all the works that have been purchased for the City Art Centre's collection using funds from the Jean F Watson Bequest.
6. The list includes the name of the artist, title of work, date, medium, size, purchase price, current value, current location and acquisition details, including external funding. The list has been prepared in both electronic and paper formats.

7. The information held on the 'lo' documentation system was checked against the City Art Centre Accession Books, the three published volumes of the City Art Centre's catalogue and reports and minutes of the meetings of the Watson Committee. Miranda also inputted recent purchases on the 'lo' documentation system and list in the current City Art Centre Accession Book.
8. She also clearly identified the different sources of grant aid for individual purchases, including the National Fund for Acquisitions, the Art Fund (formerly the National Art Collections Fund), the Friends of the City Art Centre and Museums, the Scottish Arts Council, and the Heritage Lottery Fund.
9. The final list includes 933 works and both paper and electronic copies are held at the City Art Centre. All the works are individually valued and the valuations, undertaken by the City Art Centre Manager and the Curator of Fine Art, are reasonably up to date. However, there are a small number of missing valuations, some of the detail in the credit line needs checking and some of the locations of the works need to be updated.
10. The total cost of undertaking this work was £1,620.

Financial Implications


11. N/A

Environmental impact

12. N/A

Recommendations

13. Note the report.


JIM INCH
 Director, Corporate Services
 06/03/09

Appendices	None
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Wards affected	City Wide
Background Papers	The Jean F Watson Bequest files are held at the City Art Centre