

## **REGULATION CONCERNING THE COLLECTION COMMISSION AND SCIENTIFIC COUNCIL OF THE LATVIAN MUSEUM OF CONTEMPORARY ART**

### **1. General Provisions**

- 1.1. The Collection Commission and Scientific Council (henceforth the Commission) of the Latvian Museum of Contemporary Art (henceforth the LMCA or the Museum) is a structural unit of the Latvian Museum of Contemporary Art Association established in accordance with Article 6.3 of the Association's statutes in order to pursue the aims set out in Article 2.1 of the Association's statutes.
- 1.2. The Commission shall carry out its work in accordance with the prevailing internal regulations of the Association as well as in accordance with the legal acts regulating the activities of museums and registered societies.

### **2. Functions of the Commission**

- 2.1. The functions of the Commission shall be:
  - 2.1.1. to determine the LMCA collection acquisitions policy and research strategy;
  - 2.1.2. to encourage the formation of the LMCA collection, its improvement, preservation, exhibition, digitalisation and scientific processing;
  - 2.1.3. to prepare proposals for new acquisitions to supplement the LMCA collection;
  - 2.1.4. to participate regularly in the evaluation of proposed acquisitions of artworks and objects;
  - 2.1.5. to examine items for inclusion in the Museum's fundamental, ancillary and exchange collections as well as to encourage the inclusion of items in the LMCA in the National Museums' Collection;
  - 2.1.6. to examine items of the collection to be excluded from the collection;
  - 2.1.7. to decide on the purchase of museum items and to determine the purchase price;
  - 2.1.8. to decide on the strategic, programme and thematic directions of the work of the Museum in terms of content;
  - 2.1.9. to participate as experts in projects initiated by the Association in pursuit of the aims of the LMCA.
- 2.2. Members of the Commission are accountable to the Association's Board. The Board may authorise individual persons to supervise the activities of the Commission.

### **3. Structure and Composition of the Commission**

- 3.1. The Commission shall consist of 8 members of the Association, 2 representatives of the Ministry of Culture and 1 representative of the state agency *New Three Brothers*. Upon their appointments, the chief custodian of the LMCA collection and a restoration specialist shall also be members of the Commission.
- 3.2. Upon his or her appointment, the chief custodian of the LMCA collection shall head the Commission. Until the appointment of a chief custodian, a representative elected by the members of the Commission shall head the Commission.
- 3.3. Changes to the composition of the Commission shall be proposed and approved by the members of the Commission by a simple majority in an open ballot.
- 3.4. The composition of the Commission shall be approved by the chairperson of the Board of the Latvian Museum of Contemporary Art Association.
- 3.5. In its work the Commission may invite experts from various field without voting rights.

#### **4. Organisation of the Work of the Commission**

- 4.1. Commission meetings shall take place no less than four times a year. If necessary, extraordinary meetings shall also be convened. Commission meetings are convened by the head of the Commission.
- 4.2. The work of Commission meetings shall be organised and run by the head of the Commission.
- 4.3. The head of the Commission shall chair the meetings and be responsible for the agenda, their documentation and the effective discussion of proposals.
- 4.4. The main working languages of the Commission shall be Latvian and English.
- 4.5. The work of the Commissions may also be conducted by electronic means and if necessary, there may also be electronic voting.
- 4.6. During Commission meetings the Latvian Museum of Contemporary Art Association shall provide Commission members with the necessary information and equipment to enable them to achieve their aims and carry out their functions successfully;
- 4.7. A Commission meeting is quorate if two thirds of the Commission members are present. Commission meeting decisions are adopted by a simple majority of the votes of the members present. If the vote is hung then the head of the Commission has the deciding vote.
- 4.8. Commission meetings shall be minuted. Commission decisions are signed by the head of the Commission, chairperson of the meeting, the Commission members and the meeting secretary. The minutes of Commission meetings are kept and accessible in the records of the Latvian Museum of Contemporary Art Association.
- 4.9. Decisions of the Commission are binding on the Board of the Latvian Museum of Contemporary Art Association, which is responsible for their execution.

#### **5. Financing the Work of the Commission**

- 5.1. Commission expenses shall be met by the budget of the Latvian Museum of Contemporary Art Association and income from project financing, donors and sponsors.
- 5.2. Commission members shall be remunerated for their work in the Commission according to their employment contracts. The amount of remuneration shall be determined by the Board of the Latvian Museum of Contemporary Art Association.