

Loan 2 (Long Term Loans): Discussion Summary

Decided this was not a work flow issue.

It seemed to mainly long term loans add extra steps to any loan workflow.

There is a risk assessment stage with a long-term loan that is more complex than that for short term loans.

Policies, procedures

Add to transportation workflow to add a formal duty of care to the institution being loaned to: treat the object appropriately and to hold it in an environment that maintains your standards

The institution you are loaning to should have similar standards and policies

In order to maintain these objects over a longer period of time the conservators need more information—more communication between institutions required.

Two monitoring processes

- Monitoring of duty of care
- Periodic contract review (3-5 years)
 - occasionally you need to reconsider the object

This can be very expensive if the loan is very far away, if you don't have portable equipment

It would be great for people to be able to do mini-tours when they are far away. "If you are in Seoul can you check on our object at x?"

These processes need prompts, particularly if there is high turnover of people, it's useful to have reminders and not to rely on people's long term memory.

Also need to document object's return and assess returning condition

What might go wrong?

If you loaned something out 100 years ago you might be working with antique or broken processes. There is often a step of trying to find documentation.

There is dealing with document transfers not having happened

Forensic reconstructions: can we guess what treatments have been applied.

This is a tedious process.