

# Exhibit Policy

## Underlying Principles

Exhibits of artwork, crafts, and historical artifacts are encouraged, to enrich library visitors' experiences, increase public awareness of library's resources, and to fulfill the library's mission to advance learning, inspire curiosity, enrich lives, and promote community.

The library provides a space for artists to display their work. This free exhibit space enables library visitors to participate in creative life, and presents artists with an avenue for exhibiting their work.

## Selecting Exhibits

Exhibits are reviewed with these criteria:

- Compatibility with the library's vision, mission and values.
- Overall community interest.
- Historical prominence or significance of the artist or arts organization.
- Quality.
- Relevance to library programs.
- Dates of previous displays of similar items or topics.
- Special needs, costs, or requests associated with proposed exhibits.
- Art is reviewed solely on its own merit.

Items to be displayed must:

- be appropriate to the library environment;
- be suitable for all audiences.
- meet existing State and Federal laws, including those on obscenity, libel, defamation of character or invasion of privacy, as well as municipal by-laws and regulations.
- not contain personal insults or foul language.
- not contain advertisements or solicitations for recruitment, business, or fund-raising.

## Exhibit Policy

The library welcomes applications from individuals and from community organizations and groups seeking to display artwork on library property. Preference will be given to artists/exhibitors who live or work in the Union and the surrounding area.

Exhibit space is offered subject to availability, and taking into account the library's own needs, especially the necessity to maintain all usual library functions and operations throughout the period of the exhibit. On occasion, exhibits/displays already scheduled may be suspended for library exhibits and promotions. Vose Library reserves the right to discontinue exhibits/displays at any time.

All exhibits are free and open to the public. Exhibits are unsupervised and are accessible to the public throughout library open hours, except when the space is required for library purposes.

Vose Library is not responsible for loss, damage, or theft of display/exhibit materials. The exhibitor is responsible for any and all costs associated with insurance, appraisals, claims, etc.

In presenting displays, the library does not imply endorsement of the opinions or viewpoints of the artist or exhibitor. Vose Library reserves the right to make final selection of what is exhibited, and may reject any display or item.

## **Exhibit Procedure**

Library liaisons coordinate exhibit hangings. Liaisons will contact exhibitors to schedule exhibit installation, meet the exhibitor, and review artwork as it is hung, and have them sign an Exhibit Agreement.

- Exhibits must include a sign stating the name of the sponsoring organization or individual and the name and telephone number of the contact person. Upon request, anonymity for individuals will be respected (a sign stating "private collection" may be used in these cases).
- Artwork must have wire hangers or other applicable display fixtures which will work with the library's picture rails or other exhibit space.
- Exhibitors must supply their own easels or display stands for free-standing art.
- All artwork is to be installed and taken down by the exhibitor.
- Pieces to be hung should weigh no more than 15 lbs.
- Ladders or stools will be provided by the library for use in hanging or removing pieces.
- Exhibitors who would like an opening reception are welcome to do so. The library will provide table/chairs. Exhibitors to mail invitations and provide refreshments. No alcoholic beverages.
- Exhibitors shall remove exhibit items at the agreed-upon end date or earlier if directed; or the library will have the discretion to remove and store all items as it sees fit.

Artists and craftspeople may provide a price sheet for exhibited items, along with their contact information; copies to be available at the library, but not otherwise posted. Sales must be handled by the artist and the customer, without involving library staff or volunteers.

## **Exhibit Agreement**

Name:

Contact Information:

Exhibit Dates:

Exhibit Description:

Signature:

By signing this agreement, the exhibitor agrees to the terms of the Exhibit Policy.

## **Criteria for Library Outdoor Public Art**

### **Artists**

- The artist should provide a maintenance plan for the art.
- The artist should estimate the projected “lifespan” of the work – 1-5 years, 6-15, 16-50, 50+

### **Proposed Site**

- The site must provide access and consider A.D.A. regulations.
- The site must be stable – i.e. able to support an artwork for a number of years, and there are no construction plans for the area.
- The site should be visible and attract visitors.
- The site should be a safe location – accessible, well lit, etc.

### **Public Artworks**

- The artwork should be of interest to a broad range of people.
- The artwork should be engaging and of high quality in concept and construction.
- The artwork must be constructed so that it can be reasonably maintained. Maintenance subject to agreement between the library and the artist or donor.
- The artwork must be safe and durable considering its placement in a public setting.

In the specific instance of considering a piece of art, the Art Committee may list additional criteria based upon their knowledge of the site or the vision the library has for the art. For example, the library may request an interactive sculpture, or outline dimensions – height, width, etc.

Adopted by the Board of Trustees, July 2013.