

# Eastern Shore Public Library Exhibits Policy

Exhibits in public library buildings offer the community an opportunity to share in the enjoyment of the visual arts, allow artists and community residents to share creative talents and information, and enhance the visual environment in which library service is delivered. The library reserves the right to contact organizations and individuals to maintain diversity.

Exhibits are offered as a community service and do not carry the endorsement of the Eastern Shore Public Library nor the counties of Accomack and Northampton.

The library encourages free expression and free access to ideas, both essential elements in a democratic society and does not knowingly discriminate regarding age, race, beliefs, or affiliations. The Library subscribes to the principles of the "Library Bill of Rights," the "Freedom to Read Statement," and the "Freedom to View Statement" of the American Library Association.

Artists and exhibitors must consider that the viewing audience will include all ages, levels of sophistication, religious backgrounds, and personal tastes, when judging the appropriateness of their particular exhibit for the public library. The audience is not self-selected as in a museum or a commercial art gallery, and the exhibit is not their primary purpose for visiting the library. Exhibits will not be excluded because of the origin, background or views of those contributing to their creation, not removed because of partisan or doctrinal disapproval.

## Eligibility

The type of exhibit space varies among library facilities, but may include space for wall mounted or two-dimensional exhibits, display cases, or space for free standing works too large for such cases.

### **Hanging Exhibits**

Depending upon the site and the available space, some libraries may feature solo and group wall mounted two-dimensional exhibits. Selection is made of the basis of quality of the work and appropriateness for display in a public space.

### **Exhibit Cases**

In some library buildings, display cases are available to community groups and individuals on a first come, first serve basis.

### Conditions of Exhibition:

1. Groups or individuals may request and reserve exhibit space one year in advance (e.g., 12 months from the date of application.) Artists exhibiting in the library will have their exhibit arranged through the Eastern Shore Art League (see Art League letter of agreement). Non-artists are to contact the library director.
2. The library will provide basic publicity in its publications, social networking accounts, and website within normal deadlines. An artist or exhibitor may make special media contacts.
3. Artists wishing to hold an event in conjunction with their exhibits must abide by the Eastern Shore Public Library Meeting Room Policy for that event. The policy is available at the library.
4. Artists or sponsoring organizations are responsible for hanging/arranging all exhibits in library buildings.
5. Artists or sponsoring organizations will design and mount all exhibit related signage.
6. Exhibit case illustrations or signs accompanying exhibits must be legible, correctly spelled and neat in appearance.
7. The Eastern Shore Public Library and the counties of Accomack and Northampton are not responsible for the safety and care of works on display. Because the display areas are not staffed or monitored, items are placed in the library at the owner's risk. The library cannot assume liability for lost, stolen, or damaged works of art or materials. Owners are asked to check their own insurance policies as regards theft or damage.
8. Exhibit cases may not contain materials that will decay, become hazardous, or leave stains. Exhibitors will be charged for any damage caused by their display.
9. Exhibits should be clearly and professionally labelled. Labels should not damage or mar the walls. Exhibitors will clean, repair or pay for any repair to the walls caused by their exhibit.
10. For artwork, a representative of the Eastern Shore Art League will conduct all sales transactions. No direct contact between customer and artist will be permitted, ensuring the proper distribution of commission fees to the library and the league. No sales transactions may take place on library property unless prior arrangements have been made with the library director and the art league.
11. Exhibit space should not be used to advertise a commercial enterprise.
12. Duration of exhibits will be determined at the time of reservation. Should the exhibit case materials not be picked up at the end of the exhibit, the library will attempt to contact the individual or group representatives for two weeks. If the material has not been claimed within that period, the library will discard the materials.

13. The Eastern Shore Public Library's policy concerning challenged materials will be followed should complaints about an exhibit or display be received by the library.

*Approved by the Eastern Shore Public Library Board of Trustees on xxxxxx*

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