

TITLE	DATE PASSED	REPLACES
<b>Arts Exhibitions</b>	<b>November 2, 2023</b>	<b>3_S.03.2015</b>
POLICY #	SECTION	DATE LAST REVIEWED
<b>3_S.03.2023</b>	<b>3_SERVICES</b>	

**Purpose**

To lay out a process that maximizes visual display availability and ensures fair and reasonable use of the art gallery.

**Policy**

1. Exhibitions will be a mixture of shows from local and visiting artists held in solo and group formats.
2. Artists can apply to have an exhibit by contacting the library director or designate.
  - 2.1. Applications for exhibit may be approved or rejected.
3. Work shall be previewed to meet the following criteria, where the work:
  - 3.1. demonstrates artistic merit and professionalism;
  - 3.2. is consistent with the principles of respect for the dignity and worth of all people;
  - 3.3. does not contain advertisements, solicitations for recruitment, business or fundraising;
  - 3.4. is not in contravention of provincial or federal laws;
  - 3.5. is the original work of the artist; and
  - 3.6. is suitable for display to a diverse audience, including children.
4. The library director or designate has the right to determine suitability and may reject any part of an exhibit.
  - 4.1. This policy is not meant to censor controversial work, but to ensure consideration of the public nature of the library facility and its community service mandate.
5. The artist or group will submit promotional materials to the library for approval prior to forwarding to local newspapers, other publications, and various websites.
  - 5.1. Such material must be submitted no later than 30 days prior to the first day of the exhibition.
6. The artist must complete an inventory of works with the library a minimum of one day before the exhibit opening.
  - 6.1. A form for this inventory shall be provided by the library.
  - 6.2. This list will include title, year constructed, medium, price or value, size of all works in the show, and the artist’s signature.
7. The artist/owner is responsible for any liability insurance they wish to carry on their items.
  - 7.1. Although staff will be alert to the activities in the library, they do not monitor the art and there is no specific security system in the gallery.
  - 7.2. The library is not responsible for any loss or damage caused by the public, library staff, volunteers or the artists themselves.
  - 7.3. The library will not offer insurance coverage against theft or vandalism of art works.

- 7.4. The Library does have insurance coverage for catastrophic loss due to fire.
- 7.5. The artist/owner must sign a waiver of liability form.
  
8. Exhibit set up and take down is the responsibility of the artist, to be coordinated by the library director or designate.
  - 8.1. Artists may not alter the library building or display materials in any way that is permanent while setting up or taking down their materials (i.e. damaging walls, cutting wires, etc.).
  
9. Exhibitions will generally be no more than one month in duration.
  - 9.1. If demand for exhibition is very high, exhibitions may be limited to two weeks.
  
10. Any work sold by the artist during the show will remain on display for the duration of the show.
  
11. Artists are required to pay at least 10% of the sale price to the Peace River Municipal Public Library, to support future art and cultural development in the Peace area.
  
12. Artworks will be removed within 48 hours after the end of an exhibit by the artist or delegate.
  - 12.1. The artwork may be removed by the library director or designate during regular library hours if the artist fails to complete this task themself.