



Section of Policy Manual: Services	Policy No. : SER-09
Subject: Visual Art Exhibits	Policy Approval Date: March 2020
Year of next review: April 2024	Last Review/Revision Date: Replaces Policy #37 Exhibits in the Library

Section 1: Policy Statement

The Gravenhurst Public Library (GPL) believes that art and creativity are an integral part of a healthy community. As such, GPL is excited to showcase local artwork in our library to increase public awareness of local artists, local art, and the local art community.

The Library advocates for intellectual freedom (see Policy GOV-14 Intellectual Freedom). As such, some exhibits may be uncomfortable, unpopular with the majority, and/ or controversial in nature. The views depicted in the exhibits do not necessarily align with the views of the Gravenhurst Public Library.

Section 2: Scope

This policy will provide guidelines for all exhibits not owned by the Library found on Library premises.

Section 3: Exhibit Area

The Library has created the Stairwell Art Gallery on the main stairs in order to showcase local art.

Section 4: Objectives

GPL welcomes local artists who wish to display their art in the Library. GPL showcases art that:

- Encourages interest in and awareness of local artists, local art, and the local art community
- Enhances the visual appeal of the Library
- Attracts new visitors to the Library



- Does not contravene any laws, including laws regarding hate speech or discrimination
- Does not contravene any rules outlined by the Gravenhurst Public Library Board
- Does not contain advertisements or solicitations

Section 5: Guidelines

The following guidelines will govern the Visual Art Exhibits in the Library:

- GPL may provide space for any local artist that wishes to display their art for free. Artists are considered local if they live in Muskoka.
- GPL will appoint one member of staff to curate the Visual Art Exhibits. This member of staff will be responsible for bookings and communicating with artists.
- Due to limited space in the stairwell, GPL can only display exhibits of an appropriate size. A maximum number of 16 pieces can be displayed at once. Pieces must fit safely in the display area, and weigh less than 20 pounds. Artists must use the hanging hooks provided by the Library.
- Artists are responsible for hanging their artwork in the stairwell.
- Artists can sell artwork that is on display at prices established by the artist. Prices must be clearly displayed. GPL staff will be responsible for selling art that is on display at the price established by the artist.
- In lieu of a rental fee, the staff member responsible for the booking may ask the artist if they would like to make a monetary donation to the library.
- Art exhibits will last an average of one month. Exceptions may be made due to time restrictions, previously planned exhibits, or artist preference.
- The Library reserves the right to remove a piece from display at any point during the exhibit.
- The Library reserves the right to refuse an exhibit if it is deemed to be unsuitable for any reason.

Section 6: Liability



Artists are responsible for insuring their own art. The artist/ exhibitor must identify the Gravenhurst Public Library and the Town of Gravenhurst as co-insured on their insurance policy. Exhibits are unsupervised and are accessible to the public while the Library is open. The Library does not take responsibility for artwork in the Library, and cannot guarantee condition. Artists agree to hold the Library and the Town of Gravenhurst harmless against any claim, loss, demand, damages, cause of action, or liability incurred, related to, or rising out of, utilizing the Visual Art Exhibits space.

Both parties will sign an Library Exhibit Waiver (Appendix A), outlining the responsibilities for each party, and the condition of the artwork.

Section 7: Request for Removal of Artwork

Gravenhurst Public Library welcomes discussion of exhibits with library users. Requests to remove items will be considered within the context of this policy. Library users are asked to fill out a Request for Review of Exhibited Artwork (Appendix B), found at the circulation desk.

Gravenhurst Public Library prides itself on upholding intellectual freedoms as set out by the International Federation of Library Associations (see Policy GOV-14 Intellectual Freedom). Questioned materials will be reviewed by the CEO/Chief Librarian, with this policy as a guide. Removal of artwork will be at the discretion of the CEO/Chief Librarian.

Related Documents:

Gravenhurst Public Library Policy GOV-14 Intellectual Freedom



APPENDIX A

Library Exhibit Waiver

An agreement between the Gravenhurst Public Library Board and the artist/exhibitor (first and last name) _____ whose work will be displayed at the Gravenhurst Public Library, from (start date) _____ to _____ (end date) for the enjoyment of the public for the agreed upon period of time. The following list details the title and value of each item in the display:

Item Title	Value	Item Title	Value
1.		9.	
2.		10.	
3.		11.	
4.		12.	
5.		13.	
6.		14.	
7.		15.	
8.		16.	

Display Sign-off

I, _____ (name of artist/exhibitor), have placed the above-mentioned items on display in the Gravenhurst Public Library on _____ (date).



I understand and agree to the policy and conditions regarding the placing of my exhibit in the Gravenhurst Public Library. I agree to comply with all rules, regulations, policies, laws or orders of the Gravenhurst Public Library and the Town of Gravenhurst and its authorized representatives while using the Gravenhurst Public Library Exhibit space. I further agree to hold the municipality harmless and indemnify the municipality against any claim, loss, demand, damages, cause of action or liability, including attorney fees incurred by the municipality as a result thereof, through all trial and appellate court proceedings, in any way arising out of or related to my use of the Gravenhurst Public Library property as specified in Policy SER-09. The Artist/Exhibitor shall identify the Gravenhurst Public Library and the Town of Gravenhurst as co-insured on their insurance policy.

Pre-existing damage is as noted: _____

Artist's Signature dd / mm / yyyy Date _____ dd / mm / yyyy Date
Staff Member Signature

Address: _____
Telephone: _____
Email: _____

Pick-up Sign-off

I, _____ (name of artist, exhibitor), have picked up _____ items from the Gravenhurst Public Library, on _____ (date).

New damage is as noted: _____

Artist's Signature dd / mm / yyyy Date _____ dd / mm / yyyy Date
Staff Member Signature



APPENDIX B

Request for Review of Exhibited Artwork

Request Initiated By:

First and Last Name: _____

Library Card Barcode: _____

Address: _____

Home Phone: _____ Cell Phone: _____

E-mail: _____

If this request is being made on behalf of a group or organization, please name:

Item Information:

Title of the piece, artist's name and date of exhibit:

Request Information:

1. Why do you feel that this artwork should be removed?

2. What concerns you about the artwork? Please be specific.



3. What portion of SER-09 Visual Art Exhibits policy does the artwork not conform to?

Signature

dd / mm / yyyy
Date