

Allegan District Library Community Artwork Display Policy

Purpose

Allegan District Library, in line with our Vision of active community participation and collaboration, wishes to support our local arts community by offering artists the opportunity to publicly showcase their work. Using visible and centrally-located “community art walls,” our goal is to display high quality original artwork, with preference being given to local artists and subject matter.

Display Space

Allegan District Library utilizes a steel Walker Display system. All artwork must be hung using the display system; the walls behind the display system are not to be tampered with or damaged in any way. Exhibitors assume responsibility for any damage to Library property resulting from their use of Library facilities. All artwork must be displayed in the designated community display spaces.

Process

Prospective artists must complete the Allegan District Library Community Artwork Display Application and Contract. Submissions can be made in person, by regular mail, or by email. Applications may be submitted at any time. Previously selected artists may apply again, although only one application from any artist will be considered at any given time. Submissions are open to all, with the exception of current library employees and Trustees. The Library Director will review all submissions and have sole and exclusive discretion about which artists and artworks will be displayed.

Selected artists will be contacted by the Library Director to arrange display dates. Dates offered may be as much as a year or more in advance, allowing the library to plan up to a full year’s display schedule at a time. Each display will remain in place for three months. No display is to remain in place outside of approved display dates.

The Community Artwork Display Application and Contract releases the library from any responsibility for display items. The library assumes no responsibility for loss, damage, or destruction of items while in transit, while on display, or during the set-up or take down of the exhibit. All items brought to and placed in the library are done so at the artist’s risk. Artists are encouraged to obtain additional insurance for their artwork at their own discretion and valuation.

The library will not provide storage for artist’s property (including items used in preparation for the setting up or removal of a display). Set-up and removal of displays should take place in as concise a time period as possible. The setting up and removing of display materials must be done at the days and times agreed upon with the Library Director. The library reserves the right to dismantle an exhibit that has been left past the assigned display time. Artists are solely responsible for the set up and take down of their own art work.

Appeals

Should an artist wish to appeal the decision of the Library Director regarding their submission, they may submit their appeal in writing to the Director. The Facilities Committee of the Board will meet to review the appeal at their next regularly scheduled meeting. Community members who find displayed artwork objectionable may follow the same process. The Committee will submit their decisions in writing; all decisions are final.

Selection and Display Guidelines

- All artists shall present their exhibits in a tasteful, artistic, and professional-looking manner.
- Granting of permission to display materials does not imply Library or Trustee endorsement of content; nor will the library accept responsibility for the accuracy or inaccuracy of statements made in such materials.
- All displays must meet existing State and Federal laws on obscenity, libel, defamation of character, and invasion of privacy. Displays may not promote or represent any activity or purpose that is in violation of local, state, or federal ordinances or laws, including copyright and public performance laws.
- Artwork may not oppose or support either a candidate for elective office or an issue appearing on the ballot.
- Artwork should be independent of sectarian affiliation, non-partisan, and non-denominational.
- No artist may solicit monetary or in-kind contributions of any type in their exhibits.
- Applicants should keep in mind that the display space is located in a very open and prominent part of the library; as such, it will be viewable by patrons of all ages. Accordingly, the Library discourages proposed exhibitions that include significant elements of sexually explicit imagery, nudity, or graphic depictions of violence.
- The name of the artist/group responsible for the display may be included in clear view as a part of the display.
- The library will not in any way be involved in the sale of items on display. Prices for items may not be displayed on the artwork at the library. No works of art may be removed during the exhibit period.