



MERIDEN PUBLIC LIBRARY

ART/EXHIBIT POLICY

The Meriden Public Library is pleased to offer individuals, groups or organizations the opportunity to display their art work/exhibits. This policy is intended to encourage equitable access to artists in the Meriden area.

Goals of the exhibits

- To support community cultural and artistic activities
- To encourage individuals to contribute to the appreciation of the arts
- To broaden horizons by presenting a wide range of art, collections or displays
- To nourish intellectual, aesthetic and creative growth
- To reach non-traditional library patrons

Selection of Exhibits

All exhibits, whether generated by the public or the library staff will be considered in terms of the criteria listed below. Responsibility for the selection of exhibits resides with the Art Review Committee consisting of the Library Director, Community Services Librarian, Library Board President or Board representative and a local artist or art teacher.

The Library does not accept responsibility for ensuring that all points of view are represented in any single display. Granting of permission to display materials does not imply Library endorsement of content or points of view.

The following categories will be considered when approving exhibits:

- Artist's original work
- Subject, style and technique suitable for intended audience
- Artistic expression
- Historical or regional relevance
- Appropriateness to special events, anniversaries, holidays, etc.
- Relation to other events or exhibits in the community
- Representation of an influential movement, genre, trend, or national culture
- Attention of viewers and public
- Ease of installation

Applying for Exhibit Space

All potential exhibitors must complete a display application to be submitted to the Art Review Committee. This form is available at the Information Desk or online at www.meridenlibrary.org. Exhibits by the Meriden Public Library will be given first priority for display. The Art Review Committee shall request that all pieces proposed for exhibit be submitted for review. The preferred form of submittal is digital (jpg). The decision of the Art Review Committee is final.

Exhibits are scheduled for one month by the Community Services Librarian after review and approval by the Art Review Committee. Individuals using the Library's exhibit spaces may not install their works prior to the dates on which their space reservations begin.

Exhibitors should recognize that the Library is a public building used by a large number of people. Neither the City of Meriden, CT nor the Meriden Public Library will be responsible for any damage or loss that may occur during setup and removal or during the time the exhibit is displayed.

Each artist is responsible for hanging his/her own work and taking down the same when the exhibit has ended. The artist must schedule the installation and removal date and time with the Community Services Librarian. Artists who fail to remove paintings on or before the specified date will not be allowed exhibit space in the future. Costs incurred by the Meriden Public Library for dismantling and/or storage of exhibits will be borne by the artist/exhibitor.

Exhibits must conform to the space restrictions of the exhibit areas provided.

Meriden Public Library does not allow solicitation or selling of items in the library. Art may be purchased directly from the artist but only outside the library. The artist's name and contact information may be made available. No price tags may be affixed to the works exhibited or pricing lists distributed in the library.

All publicity concerning the exhibits must be approved by the Library. The artist may give a brief description of the exhibit to the Community Services Librarian if they would like mention of the exhibit made in the library newsletter. A photo of the exhibit may be posted on the library's web page.

The Library Board of Trustees may amend this policy whenever it deems appropriate and in response to changing conditions.

Adopted by the Meriden Public Library Board of Trustees, June 25, 2012.



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ART/EXHIBIT APPLICATION

Please fill out all information and return to Community Services Librarian.

Today's Date: _____ Month/Year Applying For: _____

Date to be Installed: _____ Removal Date: _____

Exhibit Area Requested: _____

Name of Artist/Group/Organization:

Address: _____

Phone: _____ Email: _____

Name and Phone of Person Installing Exhibit (if different from above):

Type of Art or Exhibit Title: _____

Describe what will be displayed. Include # of items, medium, theme or content:



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ART/EXHIBIT WAIVER FORM

I (Please print)_____ agree to the following:

I acknowledge that my display may be damaged, lost or stolen during the time it is exhibited and that it may be damaged during the unpacking, packing and transportation to the Meriden Public Library. I understand the risk involved in displaying in a public building and will not hold the Meriden Public Library responsible for any damages.

I understand I am responsible for hanging and dismantling the exhibit and will coordinate the date and times with the Community Services Librarian.

I understand the exhibit will be displayed for one month and will remove the exhibit on the date agreed upon.

I have read and understand the Meriden Public Library Art/Exhibit Policy.

Name

Date