

<u>Policy</u> Exhibits and Displays Policy	<u>Date Approved by WGRLS Board</u> 5/10/2022
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Purpose:

West Georgia Regional Library System (WGRLS) enriches the lives of its patrons, making accessible informational, educational, recreational, and cultural resources. The library serves as a cultural center for its communities. The primary emphasis of exhibits in West Georgia Regional Libraries is to promote the artistry of its community. This policy is established to create a procedure and standards for exhibits at WGRLS.

Policy:***Application and Approval:***

Those who wish to have their works exhibited in a library must contact the manager or manager's appointee of the member library at which they would like to display their works or collection. Interested artists can contact the member library manager or manager's appointee for an application. Acceptance of the application is at the discretion of the manager or manager's appointee. They may consult their library board and/or appropriate county or city officials if additional input is needed. Criteria which will be considered includes:

- The type of display space required for the works for the collection. Not all locations can accommodate all types of material
- The condition of the work, including the size, weight, or fragility of the pieces proposed
- The aesthetic and technical quality of the work
- The reputation of the artist or the collection
- The relevance of the artist or their work to the community
- The relevance of the artist or their work to the library's mission

Library staff will not:

- Be held responsible for damage, destruction, or theft of items on exhibit
- Provide insurance on items put on exhibit
- Be responsible for setting up, dismantling, or maintaining the exhibit
- Store the work prior to or after the exhibit has ended
- Charge for the use of the exhibit space

Responsibilities of the Artist or Collection Owner:

- Submit a portfolio to the manager or manager's appointee containing examples of works which will be in the exhibit
- Prepare their collection for exhibition. This includes ascertaining it is in a condition where it can be displayed without risk of damage
- Set up and dismantling the exhibit in a timely manner
- Store the works prior to or after the exhibit has ended
- Have the exhibit be non-commercial in nature, and free and open to the public
- Provide valid proof of insurance on the art or collection to be displayed or;
- Complete and sign a waiver of liability with WGRLS or with an appropriate local government agency
- Proposing an exhibit does not guarantee that the exhibit will be accepted. Preference will be given to those whose work has not been exhibited in the library in the past year.
- The library reserves the right to change, reschedule, or cancel exhibits when necessary. Exhibition of works does not constitute the library's endorsement of the artist, exhibitor, organization, or their viewpoints.