

ESTHERVILLE PUBLIC LIBRARY

Policy for the Display of Gallery Art

Art displayed within the Estherville Public Library is seen by people of all ages who enter the facility. The materials of the exhibits must therefore meet what is generally known as “a standard acceptable to the community.”

The following general guidelines apply:

Selection:

1. The EPL recognizes Article 6 of the American Library Association’s Bill of Rights which states that Exhibit space should be made available “on an equitable basis regardless of the beliefs or affiliations of individuals or groups.”
2. Artists must complete an application form before their work will be accepted for display. Applications will be reviewed by the Library Director, and can potentially be forwarded to the Library Board’s Art Committee or the full Library Board as needed before a decision will be announced.
3. Criteria to be considered by the library will include the following:
 - a. Content meeting a standard acceptable to the community
 - b. Quality meeting a standard acceptable to the leadership of the EPL (Estherville Public Library)
 - c. Quantity of work available for solo showing (contact the Library Director for consideration within a group showing)
4. Relevance to the audience (which could be cultural, educational, historical, or other means of exhibiting value to the viewer)
5. Preference will be given to artists or art works with local ties

Placement and Presentation:

1. Pricing information shall not be displayed and no sales shall take place at the EPL
2. Biography & contact information will be displayed so that those interested may contact the artist directly
3. Space available for displays includes (MEASURE & DESCRIBE SPACES) within the main library only (meeting rooms not included). The EPL can accommodate 2- and 3-dimensional art, provided the artist brings their own easels or stands for display.

Duration and Responsibilities:

1. Art will be displayed for two calendar months unless otherwise agreed upon by both the artist and the EPL.
2. Transportation of art pieces to and from the EPL will be the responsibility of the artist
3. The artist agrees to hold the EPL harmless in the event of theft or damage of their displayed pieces
4. Removal of the art pieces will take place promptly by the date agreed upon. If it does not, the EPL reserves the right to remove and store the pieces so that the next display can be placed. The EPL is not responsible for damage that takes place during removal or storage.
5. The display of art pieces at the EPL does not imply endorsement by the EPL

Request for Removal:

1. Patrons may challenge displayed art through the same means as other items in the library’s collection. The Reconsideration Form, available on the policy page of our website, must be completed and turned in to the Library Director.

Approved: 01/2023

Revised:

Reviewed:

Items to address within an application form for the potential artists:

- Contact information
- Photos of the works to be displayed
- Quantity and description (including dimensions) of the works to be displayed
- Biographical information
- Photo of the artist to be displayed with the biography
- Contact info the artist is willing to share with the public
- Additional notes (where an artist could describe their ties to the area, etc.)
- Check boxes the artist must agree to / initial:
 - Date range for display
 - Removal deadline
 - Understanding of procedures if removal deadline is not met
 - Understanding that the library will be held harmless in the event of damage or theft
 - Understanding that the library offers no insurance coverage for guest art displays
 - Understanding that the artist must provide their own easels / display stands
- Signature field for artist and / or guardian (if artist is a minor)