



Policy Name	Art Displays and Exhibits		
Section & Number	Board – G-29	Effective Date	2023-04-20
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Author:	Manager, Programming and Promotions	Next Review	2027

Policy Statement

The St. Catharines Public Library (SCPL) occasionally provides exhibition space to individuals or groups wishing to display works of art, crafts and other relevant objects. This free exhibit space enables Library visitors to participate in the creative life of the community, and presents artists with a valued avenue for exhibiting their work. However, use of library space for art displays and exhibits does not constitute an endorsement by the Library of that individual, group or their views.

This policy establishes the principles and conditions within which the Library provides space for art displays and exhibits.

Scope

This policy applies to art displays and exhibits that are offered by individuals or community organizations on the Library's premises, including artwork that is free-standing, placed in display windows, or attached to library walls.

Definitions

Art exhibits are presentations of artwork created by professional artists and artisans whose careers are established, mid-career or emerging. The exhibits should present a series of artworks with a cohesive vision, while providing the community with the opportunity to experience original art in a variety of mediums and/or cultural treasures that reflect St. Catharines' stories, creative self-expression, experiences, and perspectives.

Exhibitors may include artists, artisans, community organizations, collectors, and the City of St. Catharines departments and committees.

Regulations

The Library will provide space for exhibits that are not in contravention of federal or provincial laws and regulations, or municipal by-laws.

Exhibits must not violate the Library Rules of Conduct, all applicable laws, regulations, and by-laws, including the Ontario Human Rights Code, the Criminal Code of Canada and the Canadian Charter of Rights and Freedoms.

SCPL will be guided by the Canadian Federation of Library Associations' Statement on Intellectual Freedom and Libraries and the Ontario Library Association's Statement on Intellectual Freedom and the Intellectual Rights of the Individual.

Selection Criteria

The Library welcomes applications from individuals and community organizations seeking to display artwork on the Library's premises. Preference will be given to:

1. Exhibitors who live or work in the City of St. Catharines.
2. Exhibitors who have not displayed recently at the Library.

The Library's preferred approach is to work in partnership with the City's Cultural Services Department, Public Art Advisory Committee, local arts councils, or other arts or cultural groups to review and select artwork for exhibit in accordance with the criteria listed below:

- Demonstrates artistic merit;
- Compatible with the Library's mission, vision, values and strategic plan;
- Consistent with the principle of respect for the dignity and worth of all people;
- Responsive to the diverse interests of the community;
- Suitable for display to a diverse audience, including children and supports a welcoming environment;
- Original work, not copies of works by other artists or artisans;
- Suitable in scale, material, form, subject and content for the library environment;
- Ready for display or hanging.

The St. Catharines Public Library Board reserves the right to refuse to display any work considered to be inappropriate and/or unsuitable for a library environment.

Operational Guidelines

All exhibits must be approved by the Library and no substitutions can be made without the Library's prior approval.

Exhibitors are required to adhere to the following in order to exhibit their artwork at the Library:

1. Exhibitors interested in exhibiting at the Library must complete an application form. (Appendix 1)
2. Selected exhibitors will be given maximum one-month showings and depending on response and space availability, exhibitors may request an extension of their exhibit for one more month.
3. Exhibitors give permission to the Library to use their artwork for promotional purpose without cost.
4. Exhibitors are responsible for the delivery, installation and removal of their artwork. The Library is not able to provide transportation, storage space or tools.
5. Exhibitors are responsible for any damage to library walls or spaces, and will be charged for any repair cost.
6. Exhibitors are responsible for obtaining their own insurance for the contents of their exhibit.
7. Prices cannot be attached to individual works. However, exhibitors may leave contact information and/or a price list at an information desk to be viewed upon request.
8. The Library may publicize exhibits where possible. Any publicity exhibitors wish to post in the Library must follow the Library's Community Information Distribution Policy.

Implementation

The CEO or designate will implement this policy.

Appendix

Art Displays and Exhibits Application Form



Art Displays and Exhibits Application Form

Applicant's Name:	
Organization: (if applicable)	
Phone:	Email:
Display location: <input type="radio"/> Atrium Window <input type="radio"/> Atrium <input type="radio"/> First Floor <input type="radio"/> Second Floor <input type="radio"/> Branch (Please indicate which branch _____)	
Installation date:	Removal date:
Please provide a brief description of the exhibit (type of exhibit, medium, number of items, space required, target audience, etc.):	
Please provide a brief artist biography, including recent exhibits:	
Please submit recent samples that are representative of the artwork you would like to display. A minimum of three samples are required, preferably electronically, (jpg, pdf file formats). Alternately printouts are acceptable.	

Conditions of Approval:

If approved, exhibitors must agree to the following:

1. The exhibitor warrants that they have the authority to deliver the artwork(s) to the library subject to these conditions.
2. Delivery of the artwork(s) to the library is for the purpose of display only. The library will not undertake to sell or negotiate sales.
3. Delivery of the artwork(s) to the library is for the period of time specified on the approved application.
4. The library undertakes no liability for any destruction, damage or loss of the artwork(s) however caused, including negligence on the part of the library, its employees or agents.
5. The exhibitor acknowledges that the library's role is limited to providing exhibition space only and will not provide any special care or carry out any additional responsibilities required by the exhibit.
6. The exhibitor shall accept and remove the exhibit from the library by the removal date specified in the application. If the exhibitor fails to do so, the library may, at the expense of the exhibitor, deliver the artwork(s) either to the exhibitor or to any person lawfully engaged in the business of storing goods.
7. The library reserves the right to request removal of all or some of the artwork(s) at any point during the agreed period of the exhibit.

I understand that the library assumes no responsibility for damage or theft of any item exhibited or displayed. All items placed in the display are placed at the owner's risk.

Signed: _____ Date: _____

LIBRARY USE ONLY	
Exhibit Approved: <input type="radio"/> Yes <input type="radio"/> No	Approved by:
If not approved, please provide reason:	
Installation date:	Removal date: