



Peterborough Public Library

To: Library Board of Trustees

From: Jennifer Jones, Library CEO

Meeting Date: November 13, 2018

Subject: Report PPL18-059
Art Policy (revised)

Purpose

A report to seek the Library Board of Trustees approval for an Art Policy for the Library.

Recommendations

That the Library Board approve the recommendation in Report PPL18-059 dated November 13, 2018, of the Library CEO as follows:

That the Art Policy be approved.

Budget and Financial Implications

There are no budget or financial implications resulting from the approval of the recommendation of this report.

Background

With the success of Spark at the Library, it is recommended that the Library continue to offer rotating art exhibits throughout the year. The Library is not in a position to accept permanent donations of art works, but would be able to host temporary exhibits following the Art Policy parameters (see Appendix A).

Submitted by,

Jennifer Jones
Library CEO

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Attachment:

Appendix A – Art Policy

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Department	Community Services	Effective Date	<i>December 1, 2018</i>
Division	Arts Culture & Heritage	Approval Level	Library Board
Section/Facility	Public Library	Policy #	

The Peterborough Public Library recognizes the importance of culture and art in the community and may from time to time be able to provide space(s) that support the display of works of art, recognizing that the Library is neither a gallery space nor an art vendor. Free exhibit space supplies a venue for a number of educational and cultural experiences and contributes to creating a welcoming environment in the library.

The Library may choose to host temporary art exhibits for the purpose of enhancing educational and cultural experiences among residents of the City of Peterborough. The terms and conditions outlined below have been developed to ensure consistent and fair use of select areas within the Library as exhibit space. All prospective and approved exhibitors are subject to the terms and conditions defined by this policy.

Terms

1. The Library retains the right to determine the suitability of any proposed exhibit and has final authority over the review, selection and arrangement of all exhibits, whether in whole or in part.
2. Exhibits must be appropriate to the Library environment and not contravene federal, provincial laws and regulations or municipal by-laws.
3. If an entire exhibit or any part of the same are determined to be unsuitable and not permitted, a request for reconsideration may be submitted to the Library Services Manager in writing.
4. Use of a Peterborough Public Library facility does not imply endorsement of the policies or activities of any individual or group.
5. The display is limited to the area designated by the Library and will be accessible only during library hours of operation.
6. Admission charges will not be levied by exhibitors.
7. All artwork must be framed or mounted appropriately. The Library will supply the appropriate accessories (such as clips and cables) for use on the installed art rails. Use of adhesives is not permitted in the display area without Library administration approval.
8. A master list including ownership, physical description and exhibitor contact information will be forwarded to the Library by the exhibitor prior to the opening of the exhibit.

9. Exhibit descriptions and exhibitor contact and biographical information must accompany the exhibit. All relevant materials, such as an exhibit brochure, will be prepared by the artist in a professional format.
10. No works shall be sold through the Library or commissions taken by the Library. All inquiries regarding art sales will be handled directly by the exhibitor. Reception may be arranged in conjunction with Library administrative staff. Costs associated with the opening including refreshments and any necessary permits are the responsibility of the artist/exhibitor.

Conditions

1. Exhibitors will provide all required insurance coverage and arrange necessary supervision for their exhibits.
2. The Peterborough Public Library will not be responsible for loss, theft or damage to exhibits while on library premises.
3. Any property damage incurred at the Library as a result of visiting exhibits or displays will be the responsibility of the exhibitor.
4. The artist/owner is responsible for the installation and removal of exhibits at times confirmed at the time of booking. Any items not removed or left unclaimed will be returned to the exhibitor at their cost.