

LOWER MERION LIBRARY SYSTEM ART EXHIBITION/DISPLAY POLICY

PURPOSE

In order to help fulfill its mission to promote intellectual freedom, life-long learning and cultural and leisure activities, the Lower Merion Library System (LMLS) encourages local residents, community groups, schools and other non-profit organizations to display their original works of art in the designated exhibit spaces of its six member libraries (local library). LMLS is the agency responsible for the use of exhibit space. Each local library Head Librarian is the local LMLS representative.

ELIGIBLE EXHIBITORS

Applications for the use of exhibit space may be submitted by local residents, community groups, schools and other non-profit organizations on a first come first serve basis. All exhibitors must complete and sign an application form before approval and must acknowledge the *LMLS Art Exhibition Agreement* prior to placing artwork in an LMLS library.

WHAT MAY BE DISPLAYED

While all artwork will be considered, exhibit space will not be provided for commercial, nor specifically religious or political purposes. The use of exhibit space is not a right but a privilege which is subject to review by LMLS and local library boards. Art displays must be appropriate for all ages and generally suitable for a public library environment. LMLS and local library boards reserve the right to reject any exhibit in full or in part. LMLS and local libraries reserve the right to impose size restrictions on all items based on display space. Selection criteria for art exhibits follow the standards set in the LMLS Collection Development Plan. LMLS endorses the American Library Association's Library Bill of Rights, Freedom to Read, and Freedom to View Statements. Challenges to exhibited material will be handled in accordance with the LMLS Procedures for Complaints about Library Resources. LMLS and local library boards assume no responsibility for ensuring that all points of view are represented in any single display. Exhibitions do not imply endorsement by Lower Merion Township, LMLS, or local library boards.

PERIOD OF DISPLAY

The duration of any exhibit will be at the discretion of the local library, and coordinated with that library's calendar. Library sponsored or cosponsored exhibits take precedence over other exhibits at all times and LMLS and the local libraries reserve the right to, on 48 hours notice, cancel the use of display space by outside exhibitors if LMLS or the local library board determines that the display space is needed for library purposes.

LIABILITY

Lower Merion Township, LMLS, local libraries, and their boards, officers, agents, employees and volunteers shall not be responsible or liable for bodily injury to the exhibitor or any damage, theft or other loss of value to any exhibit or artwork displayed in LMLS libraries. Exhibitors should consider obtaining their own insurance.

INSTALLATION AND REMOVAL

Unless as otherwise required by the local library, exhibitors are responsible for the hanging, placement, and removal of all items. The installation and removal of any exhibit will be at the discretion of the local library, and coordinated with that library's calendar. Exhibitors are responsible for ensuring that artwork is ready for hanging. Local libraries provide no display materials or storage space. Exhibitors will adhere to local requirements regarding nails, thumbtacks, adhesives or tape. Exhibitors causing damage to exhibit spaces will repair the damage, or reimburse the local library as determined necessary by LMLS or the local library. LMLS, local library boards and library staff

have the right to remove a display if it has not been removed by the exhibitor in a timely way. LMLS, local library boards, and library staff cannot be held responsible for exhibits or artworks that are not removed by the designated date after the exhibit.

MATERIALS OFFERED FOR SALE

Exhibited artwork may not be labeled with prices. Exhibitors are encouraged to post a statement about their works with the display, and may provide contact information inviting inquiries. If a piece is sold during the exhibit, the exhibitor and buyer must leave the piece in the exhibit until the duration of the exhibit is complete. LMLS encourages exhibitors to make a donation to the local library providing exhibit space, but the opportunity to display is not contingent upon a donation.

PUBLIC INFORMATION

LMLS or local libraries may choose to publicize exhibits, but it is the exhibitor's responsibility to publicize art exhibits if so desired and to confirm library hours and events schedules when preparing publicity. The local library and non-library affiliated groups may schedule programs and meetings in exhibit areas regardless of the presence of an art exhibit. Publicity should note that exhibits are not available for public viewing if the area has been scheduled for other programs or meetings. All publicity is subject to the approval of the Township Public Information Director, LMLS, and the local library.

ART EXHIBIT EVENTS

Exhibitors who desire to hold an event in conjunction with their exhibits must abide by the LMLS Meeting Room Policy for that event. Refreshment regulations may vary from library to library. All costs will be borne by the exhibitor.

Approved September 10, 2013