

SCOTT COUNTY LIBRARY SYSTEM

Board motion: 021102

revised: March 2003

DISPLAYING ARTWORK

1. The library provides space for displaying artists' work or the work of students, community organization members, or other non-professional group members. Interested artists (or their representatives) can contact the library to discuss the possibility of displaying their artwork in the library. Library staff will determine appropriateness of artwork/displays and have the final decision.

Once approved, the time frame for exhibiting will be discussed – usually the artwork will be exhibited for 1 – 2 months.

Exhibits are allowed in meeting rooms, display cases or as approved by the librarian on counter tops.

Arrangements for hanging and dismantling the exhibit will be arranged with the librarian to avoid interfering with the library operation.

A release form will need to be signed by the artist stating that the library, city, county, customers and staff will not be held responsible for damage or loss of the artwork.

Artwork (when appropriate) must be framed and wired for hanging.

Artists are encouraged to complete an artist's statement that can be hung by the artwork. Copies of a price list, artist's statement, and postcards with the artwork can be displayed in the library. Prices cannot be displayed on the artwork itself.

All sales of the artwork must be done after the exhibit period is over and no financial transaction can take place in the library.