

CUSTOMER POLICIES

EXHIBITS

Board Policy:

DATE REVIEWED: 01/26/2023
DATE APPROVED: 01/26/2023
EFFECTIVE DATE: 03/01/2023
REPLACING POLICY EFFECTIVE: 11/07/2014

Columbus Metropolitan Library (CML) provides guidance in the selection and scheduling of exhibits in order to support the cultural activities and artistic endeavors of the community.

A. Criteria for Selection

CML strives to exhibit works that provide compelling, thought-provoking and varied viewpoints to a diverse audience of library visitors of various ages and backgrounds.

The following criteria are used when selecting, scheduling and approving exhibits. Several standards and/or combinations of standards may be used in evaluating exhibitions:

1. Suitability of subject, technique, and style for intended audience
2. Vitality and originality
3. Artistic expression and experimentation
4. Appropriateness and effectiveness of medium to content
5. Appropriateness to special events, holidays, etc.
6. Historic or regional relevance
7. Relation to past and future CML exhibits, with respect to variety of technique, subject, or medium
8. Relation of other exhibits in the community presented at or about the same time
9. Relation to past or future exposure of exhibit in the community, at other institutions, or at CML
10. Size or quantity of work or collection
11. Ease of installation
12. Representation of important movement, genre, trend, or national culture
13. Reputation and/or significance of the contributor
14. Attention of critics, reviewers and public

B. Concerns

Individuals with concerns about an exhibit or a particular work in an exhibit may share those with Library staff. The staff person in charge will discuss these concerns and provide the individual with a copy of this policy. Library staff are not responsible

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for what children read or view while in the library and do not monitor their access to exhibit content.

Individuals may request a review of an exhibit or work by submitting a written Library Materials Review Request via CML's website or paper form available at all locations. Administration will respond and provide criteria used in selecting the exhibit or work in question. Any appeal to this response will be referred to the CML Board of Trustees. The final responsibility for exhibits resides with the Board of Trustees.

Administrative Procedure:

DATE REVIEWED: 01/26/2023

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A. Responsibility for Exhibits

1. The Carnegie Gallery Director, contracted through the Friends of Columbus Metropolitan Library (FOL), is responsible for selection and scheduling of the exhibits in the Carnegie Gallery at Main Library. The Carnegie Gallery Director partners with local art collectives and non-profits in Central Ohio to find or co-curate exhibits. The FOL Community Relations Committee, with CML's Advocacy Associate and Government Relations Manager, approve the selection and scheduling of the exhibits.
2. Main Division Managers, Public Services Directors and Community Engagement staff are responsible for selection and scheduling of exhibits in the History Gallery at Main Library. These individuals may work internally or with community partners to produce exhibits with a focus on CML history, local history or topics of community interest.
3. Branch Managers, in consultation with Public Services Directors, are responsible for selection and scheduling of exhibits at CML locations other than Main Library.

B. Exhibition Rules and Procedures

1. Prior to placing any exhibit on display on CML premises, exhibitors in the Carnegie Gallery must sign an Exhibitor's Agreement through FOL.
2. The Carnegie Gallery Director and FOL facilitate the execution of the Carnegie Gallery exhibits with the assistance of the Advocacy Associate and Public Services staff. The schedule of the Carnegie Gallery exhibits is subject to change based on the discretion of CML.
3. Exhibitors displaying works outside of the Carnegie Gallery (i.e. in the History Gallery or elsewhere in CML locations) may be required to sign an Exhibitor's Agreement facilitated by CML. CML's Risk & Compliance Manager will be consulted on the need for an Agreement.

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C. Sales

If the artist enters into an Exhibitor's Agreement with FOL, FOL may sell works from the exhibition, with the exception of those items marked "not for sale" on the artist's inventory sheet. All prices are determined by the artist and shall be delivered in writing to FOL.

Sales of works not covered by an Exhibitor's Agreement are between the artist and the buyer.

Related Policies/Forms:

- Access to Library Materials and Services
- Materials Selection
- Programs