APPLETON PUBLIC LIBRARY

ART POLICY

PURPOSE

The Appleton Public Library Art Policy provides a framework for the growth and development of exhibits and collections that complement the library's mission. It is the library's goal to present our diverse community with artwork and displays that reflect a wide range of views, expressions, opinions, and interests. Specific displays may include items that may be unorthodox or unpopular with the majority or controversial in nature. The library's display of these items does not constitute endorsement of their content but rather makes available its expression. Appleton Public Library ("APL" or "library") adheres to the principles of intellectual freedom, adopted by the American Library Association, as expressed in the Library Bill of Rights and the Freedom to Read and Freedom to View statements.

This policy applies to:

- Artists contracted by the library.
- Permanent installations.
- Temporary exhibits on loan from other organizations.
- Rotating permanent collection.

POLICY

1. Goals

   APL is dedicated to enriching the library experience of its patrons by:

   a. Enhancing community appreciation of the arts.
   b. Presenting a variety of works by artists as well as exhibitions of educational, cultural, and/or historical significance.
   c. Providing opportunities for library visitors to encounter original artwork and increase their visual literacy.
   d. Helping local and regional artists to expand their public exposure while remaining open to artists working on a national or international level.
   e. The library reserves the right to use its display and gallery areas at any time for its own display needs.

2. Criteria for Selection

   General criteria for selecting library artwork, exhibits, and installations are listed below. An item need not meet all the criteria to be acceptable.

   a. Artistic merit.
   b. Emphasis on artists living/working in the Fox Cities including students.
   c. Contemporary significance, popular interest, or permanent value.

d. Prominence, authority, potential and/or competence of artist.
e. Attention of critics and reviewers.
f. Timeliness of material.
g. Relation to existing collections and exhibitions.
h. Statement of challenging, original, or alternative point of view.
i. Authenticity of historical, regional, or social setting.
j. Suitability of the exhibit for the library's physical limitations. Exhibit should not require climate control or physical security. An exception to this could be made in the case of works that are specifically time-based or of a temporary nature when it is understood that their installation would be of limited duration and any additional costs would be externally funded.
k. The exhibit should be available for a period of time that meets the library's needs.
l. The exhibit should complement the library's collection and services.
m. The exhibit should comply with all federal, state, and local laws, including those pertaining to libel, copyright, and pornography.

3. Artists Contracted by the Library and Permanent Installations

Community Partnerships Section Staff are responsible for identifying and coordinating exhibits with artists contracted by the library for temporary exhibits based on the library's needs and appropriateness to the space available. Applications are evaluated on a rolling basis.

Permanent installations will be evaluated on the same merits as above while incorporating City of Appleton Municipal ordinances and State of Wisconsin statutes for guidance and oversight as appropriate.

a. Locations

We remind potential artists that our community represents a diversity of interests, values, and beliefs, and any exhibit must be appropriate for the diverse community including children and families. The Library Director reserves the right to authorize what work is appropriate for each space.

APL offers several locations for exhibiting art:

i. Display cases.
ii. Gallery spaces.
iii. The possibility for site-specific and event-specific displays throughout the library, with accompanying programming such as with our Artist-in-Residence program or in partnership with local educational institutions.
iv. Children's Gallery and Display cases
v. Via the library's digital communication channels (ex. website, social media).

b. Scheduling and Duration

Exhibits vary in duration depending on the space involved and local demand. Proposals are accepted throughout the year. Display space is often booked out a year or more in advance. Community Partnerships Staff may use their discretion to address the library's scheduling needs. Decisions made by the Library Director are

subject to the appeal process in the library's bylaws.

c. Sale of Art

Art must not be priced for sale. The artist may leave their contact information near the exhibit in the form of an approved business card or small sign with the artist's name and contact information.

The library director is authorized to make exceptions for the sale of art where an agreed upon portion of the proceeds is donated to the library, Friends of Appleton Public Library, or for the sale of items displayed by program performers.

d. Indemnification

In consideration for being allowed to display items, the artist must agree to indemnify, defend, and hold harmless the City of Appleton and its officers, officials, employees, and agents from and against any and all liability, loss, damage, expenses, costs, and attorney's fees, arising out of the activities performed as described in the respective contract when caused in whole or in part by any negligent act or omission of the artist, anyone directly or indirectly employed by the artist, or anyone whose acts they may be liable, except when caused by the sole negligence or willful misconduct of the city. This agreement is contained in the contract that must be signed by the artist prior to the items being displayed.

4. Rotating Permanent Collection

Artwork owned by the library is part of a rotating permanent collection. Items in this collection may be displayed on a temporary basis, loaned to outside organizations for exhibitions or disposed of in a manner consistent with the City of Appleton Procurement and Purchasing Policy. Inclusion in this collection does not imply any obligation to retain or display work.

a. Donations

Donations of artwork are a gift to the library. Upon the library taking ownership of these items, the library retains sole decision-making authority over the display, retention, sale, or disposal of the artwork. Display of accepted artwork is at the discretion of the Appleton Public Library. There is no obligation for display.

Staff will use APL's Donations Policy to consider prospective gifts and/or purchases of artwork to determine the appropriateness for inclusion in this collection. In addition to the selection criteria in section 3, artwork will be considered based on the following criteria:

i. Artwork acquired by the Appleton Public Library should be of sufficiently high artistic merit to warrant inclusion in the library collection. This generally requires that the works be unique pieces created by artists of established reputation or recognized potential.
ii. Artwork should be compatible with the character of the library.

iii. Artwork must be durable, sound, non-hazardous, and maintainable in terms of the nature of the materials. An exception to this could be made in the case of works where any ongoing costs would be externally funded.
iv. The potential significance of the artwork as it relates to the library's presence within the community.

Appleton Public Library will provide recognition to all individuals, groups and/or corporations who donate services, financial support, or gifts of art to the library. Appropriate recognition will be determined through consultation with the donor and will generally be consistent with the recognition given to library donors.

5. Deaccessioning of Artwork

The library retains the right to de-acquisition via the library's Gifts and Donations Policy and City of Appleton Procurement and Contract Management Policy if it is seen to be in the best interest of the library.

6. Expressions of Concerns, Reconsiderations and Appeals

Despite care taken in selection, it is natural for differences of opinion regarding suitability of artwork to arise. Individuals may discuss their personal objections to the inclusion of a specific item with a librarian. If the discussion does not satisfy the individual, they may choose to complete a Request for Reconsideration, available at any service desk or online. The form will be forwarded to the appropriate staff member in charge of the exhibit, who will consider the request in a timely fashion in consultation with the Library Director. The questioned material will be reviewed, in its entirety, and once a decision has been made regarding the retention, relocation or removal of the artwork the Library Director will issue a letter to the person, explaining the decision.

If the person wishes to contest the decision of the Library Director, they may appeal to the library board pursuant to the library board's bylaws.

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