



## **MERIDEN PUBLIC LIBRARY ART/EXHIBIT POLICY**

The Meriden Public Library is pleased to offer individuals, groups or organizations the opportunity to display their art work/exhibits. This policy is intended to encourage equitable access to artists in the Meriden area.

### Goals of the exhibits

- To support community cultural and artistic activities
- To encourage individuals to contribute to the appreciation of the arts
- To broaden horizons by presenting a wide range of art, collections or displays
- To nourish intellectual, aesthetic and creative growth
- To reach non-traditional library patrons

### Selection of Exhibits

All exhibits, whether generated by the public or the library staff will be considered in terms of the criteria listed below. Responsibility for the selection of exhibits resides with the Library Director or their designee.

The Library does not accept responsibility for ensuring that all points of view are represented in any single display. Granting of permission to display materials does not imply Library endorsement of content or points of view.

The Library Board recognizes that the Library is used by people of all ages. The final decision as to the suitability of a display will be made by the Library Director. The Library reserves the right to decline any exhibit in accordance with the Library's best interests. The Library Director may reject an exhibit that does not fit with the mission of the Library, or that is not neatly and attractively presented. Exhibits for commercial purposes are not allowed. All exhibits must be appropriate for family viewing. Any subject matter deemed inappropriate may be excluded at the discretion of the Library Director or their designee.

All exhibits must meet existing State and Federal laws on obscenity, libel, defamation of character, and invasion of privacy. Exhibits may not promote or represent any activity or purpose that is in violation of local, state, or federal ordinances or laws, including copyright and public performance laws.

Prospective exhibitors should keep in mind that the display space is located in a very open and prominent part of the Library; as such, it will be viewed by patrons of all ages. Accordingly, the Library will not approve proposed exhibitions that include significant elements of sexually explicit imagery, nudity, or graphic depictions of violence. Displays of partisan political and religious matters will not be displayed.

### Applying for Exhibit Space

All potential exhibitors must complete an application to be submitted to the Library. This form is available at the Information Desk or online at [www.meridenlibrary.org](http://www.meridenlibrary.org).

Artists must be 18 years of age or older to apply to exhibit their work.

Exhibits by the Meriden Public Library will be given first priority for display. The Library shall request that all pieces proposed for exhibit be submitted for review. The preferred form of submittal is digital (jpg). The decision of the Library is final.

Exhibits are scheduled for one month by the Community Services Librarian. Individuals using the Library's exhibit spaces may not install their works prior to the dates on which their space reservations begin.

Exhibitors should recognize that the Library is a public building used by a large number of people. Neither the City of Meriden, CT nor the Meriden Public Library will be responsible for any damage or loss that may occur during setup and removal or during the time the exhibit is displayed.

Each artist is responsible for hanging his/her own work and taking down the same when the exhibit has ended. The artist must schedule the installation and removal date and time with the Community Services Librarian. Artists who fail to remove items on or before the specified date will not be allowed exhibit space in the future. Costs incurred by the Meriden Public Library for dismantling and/or storage of exhibits will be borne by the artist/exhibitor.

Exhibits must conform to the space restrictions of the exhibit areas provided.

The Library is in no way involved in the sale of any exhibit item. The Library may provide artist contact information. Artists may handle patron requests for sales directly.

All publicity concerning the exhibits must be approved by the Library. The artist may give a brief description of the exhibit to the Community Services Librarian if they would like mention of the exhibit made in the library newsletter. A photo of the exhibit may be posted on the library's web page.

The Library Board of Trustees may amend this policy whenever it deems appropriate and in response to changing conditions.

Anyone who believes they were unfairly denied the ability to display artwork in the Library may submit a written request for reconsideration to the attention of the Library Board, Meriden Public Library, 105 Miller Street, Meriden, CT 06450.

**Adopted by the Meriden Public Library Board of Trustees on June 26, 2023**



## MERIDEN PUBLIC LIBRARY ART/EXHIBIT APPLICATION

Please fill out all information and return to Community Services Librarian

Date \_\_\_\_\_

Requested Date to be Installed \_\_\_\_\_ Removal Date \_\_\_\_\_

Name of Artist/Group/Organization:

\_\_\_\_\_

Address: \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Name and Phone of Person Installing Exhibit (if different from above):

\_\_\_\_\_

Type of Art or Exhibit Title \_\_\_\_\_

Describe what will be displayed. Include # of items, medium, theme or content:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I (Please print) \_\_\_\_\_ agree to the following:

I acknowledge that my display may be damaged, lost or stolen during the time it is exhibited and that it may be damaged during the unpacking, packing and transportation to the Meriden Public Library. I understand the risk involved in displaying in a public building and will not hold the Meriden Public Library responsible for any damages. I understand I am responsible for hanging and dismantling the exhibit and will coordinate the date and times with the Community Services Librarian. I understand the exhibit will be displayed for one month and will remove the exhibit on the date agreed upon.

I have read and understand the Meriden Public Library Art/Exhibit Policy.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Approved by the Meriden Board of Trustees, June 26, 2023