

EXHIBIT & DISPLAY POLICY

Approved by Board on 2-16-23

Section I. Displays by Community Members

Purpose

The purpose of the South Country Library's downstairs community display gallery is to promote and highlight the creative and/or informational works of community members which support the Library's mission as an educational, cultural and recreational center for the community. The Library reserves the right to determine what displays will be solicited and accepted. Exhibits/displays using these facilities shall meet one or more of these purposes:

- A) To promote South Country Library services, collections or programs.
- B) To highlight current issues, events or other subjects of public interest.
- C) To display arts, crafts, photographs, writings or collections when they promote or complement the mission of the South Country Library.

Guidelines

Display facilities must be scheduled in advance with the Library's Community Engagement & Outreach staff member. The usual length of the exhibit is one month. Samples of the display must be provided to the Library before scheduling. A completed exhibitor's agreement and release form should be submitted.

Decisions regarding which exhibits will be accepted rest with the Library. Scheduling preference will be given to exhibitors who are community residents. The Library reserves the right to refuse display space to exhibits which, in its opinion, do not further the purposes as stated in the policy statement. Exhibits will not be permitted which, in the opinion of the Library, exist mainly to further a profit-making enterprise. The Library reserves the right to cancel displays at any time and for any reason.

Security & Liability

The Library's display area is designed to be reasonably secure. However, the Library is not responsible for the security of the displayed items and all items are understood and acknowledged to be displayed at the exhibitor's risk. As stipulated in the exhibitor's agreement and release form, South Country Library is relieved of all liability for damage or loss of exhibit or display from any cause whatsoever. Should the exhibitor determine that the display warrants insurance coverage, it is the sole responsibility of the exhibitor to secure such insurance coverage.

Hanging & Removal of Displays

All pieces to be displayed should be framed or mounted and suitable for hanging safely.

The name and phone number of the exhibitor may be included in the display. No prices may be attached to individual items displayed. If the exhibitor wishes, he/she may prepare a price list to be left adjacent to the display. Any financial transactions must take place off-site and must occur after the agreed upon display period has concluded.

Exhibitors are asked to promptly remove their display at the end of the month in order for the Library to accommodate the next month's exhibitor in a timely fashion.

Publicity & Receptions

The Library will publicize all exhibits in the Library Newsletter provided information on the exhibit is available 4 months in advance. The Library does not arrange exhibit openings or receptions. Any individual/group interested in having an exhibit opening may do so, pending Library approval. Approval can be obtained with the Library's Community Engagement & Outreach staff member.

Section II. Library-Initiated Displays

Purpose

Library-initiated displays are designed and developed by the Library's professionals and as such incorporate their expertise regarding information resources, community interests and needs, and the current collections and services available from the Library. Any items from the Library's collection may be displayed at any time. The Library will strive to include a wide spectrum of interests in Library-initiated displays that appeal to a wide range of ages, interests and information needs. The Library will strive to promote inclusivity and access to a variety of opinions and diverse views and experiences.

Guidelines for Displays

Although no one standard can be applied in all cases, Library staff employ the following criteria in making decisions regarding topics of exhibits/displays:

- Alignment with the Library's mission.
- Accordance with the Library's Materials Selection Policy (see separate policy).
- Current needs and issues of community members.
- Age appropriateness of displays determined by one or all of the following: academic journals which have been peer reviewed, National Library Associations, trade publications, and the Library's Material Selection Policy.
- Connection to and support of nationally recognized observances, celebrations, awareness months, annual events, and commemorations of national, social, cultural or historical significance.
- Popularity of items within the collection.
- Availability and location of display space.
- Relationship to current Library trends.

Library-initiated displays should not exclude topics solely because they may be considered to be controversial to some individuals. The acceptance of a display topic in the Library does not constitute an endorsement by the Library or its staff of the content of the display, or the views expressed in the materials on display.

Complaints concerning displays are to be considered within the same framework utilized with regard to any other disputed Library resource as reflected in the *Request for Review of Library Resource* form.

