

ART POLICY

The Bozeman Public Library Board of Trustees is committed to promoting the visual and aesthetic enhancement of the Bozeman community through an ongoing process of permanent acquisition and selection of rotating exhibits of public art in the Library and/or Library grounds.

A basic definition of public art/design is “an artwork or element of design that is either temporarily or permanently located in a public space.” Yet the word “public” indicates community involvement, so public art/design also seeks to create, educate, inspire and communicate. Public art is used to enhance the identity of place and foster community pride and values. It is created specifically for a public context or place which, through a public process, influences that context of place in a meaningful way.

The Art Committee will be responsible for developing and implementing the review and selection process of all artwork within designated permanent and rotation areas in the Library facility and on Library grounds.

The committee shall be appointed by the Library Board for staggered two-year terms. The committee shall consist of a minimum of three but not more than seven (7) members. Initially, representation shall be from the following constituencies: architect; interior designer; artist/arts administrator/educator; university; BPL Foundation; Library Board of Trustees; Library staff. The Library Director will serve as ex-officio member.

PERMANENT ART COLLECTION

Public art works can include, but are not limited to, original paintings and sculpture in various media, works on paper, photography, textiles, historical materials, ceramics, folk art, etc. Public art also may:

- Be placed inside or
- Incorporate landscape elements
- Be integrated with architecture
- Be a single work or a part of a larger environment such as a plaza or park
- Be educational
- Be interactive
- Employ technology (light, sound, motion)

Artists chosen by the committee and confirmed by the Trustees shall be artists who are recognized in their field, locally, regionally, nationally or internationally. They may be required to provide the committee with references relative to their work. Commissioned artwork shall be subject to the artist entering a contract with the BPL Board of Trustees.

The Bozeman Public Library Board of Trustees has the final authority for approving artwork selections and reserves the right to prohibit any individual or group from displaying artwork.

Installation of artwork shall be planned and implemented to enhance the work and allow for unobstructed public viewing from as many points of view as possible. The artwork may be a permanent, fixed asset of the property.

Each artwork shall be identified by a plaque stating the artist's name, artwork title and date of the artwork. The plaque will be placed in an appropriate location near the artwork that can be easily viewed by the public.

Recommendation and selection of works of art are based on artistic merit and the appropriateness of the artwork to the site where it is to be located. If the artwork is a gift, only artwork with no conditions mandated by the donor or patent trademark, or copyright restrictions are appropriate for the Permanent Collection. Artwork with legal ownership that is transferable to the Library is appropriate for the Permanent Collection; the Library retains title to the artwork.

The selection of artists and artwork is based on the following criteria:

- Consistent with the Bozeman Public Library Mission Statement
- Artistic merit and innovation
- Appropriateness of the artwork to the project/site in terms of scale, form content and materials
- Safety of the artwork (shall not harm the building or affect access or safety of adult and child patrons)
- Durability of the artwork relative to theft, vandalism and the environment
- Collection's manageability while considering the Library's resources
- Short and long-term maintenance and conservation requirements are defined
- Shall be appropriate for viewing by children

Artwork may be acquired in the following manner:

- Open competition
- Limited competition
- Invitation
- Direct purchase
- Gifts

The Art Committee will respond to offers of donations within 60 days.

Deaccessioning:

- Proposed deaccession of artwork shall begin with the Library Director
- No donated artwork shall be deaccessioned for any reason for two years after the date of its acquisition (for IRS purposes)
- Deaccessioned artwork may be donated, sold or destroyed
- Revenue gained from the sale of deaccessions will be specifically used for Permanent Collection support

BOZEMAN PUBLIC LIBRARY TEMPORARY ART EXHIBIT POLICY

Artists must submit either a CD or representative examples of the artwork to be considered for display. All pictures must be labeled with the artist's name, title of work, medium and dimensions. (See Appendix E)

The Library Art Committee will review the CD or representative examples and schedule exhibits. The committee will respond to all artists who have submitted work within 60 days of their submissions.

The Bozeman Public Library Board of Trustees has the final authority for approving exhibits and reserves the right to prohibit any individual or group from displaying artwork.

Art exhibits will be considered for display in terms of the criteria listed below. Not all exhibits will meet all criteria.

- Consistent with the Bozeman Public Library Mission Statement
- Artistic merit and innovation
- Appropriateness of the artwork to the project/site in terms of scale, form, content and materials
- Safety of the artwork (shall not harm the building or affect access or safety)
- Durability of the artwork relative to the theft, vandalism and the environment
- Shall be appropriate for viewing by children
- Historical or regional relevance
- Relation to other events or exhibits in the community
- Ease of installation
- Educational value

The following conditions must be met for the display of artwork:

- The artist must sign a loan agreement
- The artist is responsible for installing the exhibit, as well as transportation of the artwork to and from the library
- The Library will not provide storage for the property of exhibitors
- Exhibits must conform to the space restrictions of the exhibit area
- All artwork must be ready to install in a manner appropriate to the medium
- The artist is responsible for providing an artist's statement for the exhibit and individual labels for each artwork
- The exhibit will be available for viewing during the regular operating hours of the Library only
- The artist is responsible for providing a price list if the works are to be offered for sale. Proceeds from any work sold during the exhibition will be divided as follows: 30% to the Bozeman Public Library and 70% to the exhibiting artist. Buyer must agree to allow any work purchased during exhibition dates to complete the show.

The Library will take reasonable care to ensure the safety and security of the items displayed. The Library provides limited nominal insurance for artwork and exhibitors are to provide additional insurance if desired. Exhibitors will sign an *Exhibition Loan Agreement*. (See Appendix E)

EXHIBITS AND DISPLAY CASE POLICY

The Bozeman Public Library may provide a display case for Library-sponsored displays only. The general purpose of the display case is to exhibit materials and information pertaining to topics of interest to the Gallatin County community. Library staff will initiate the displays and may request individuals or groups to provide materials for such. All displays must be approved by the Marketing Committee or Library Director. All displays and exhibits will be organized in a manner consistent with the *Library Bill of Rights and Interpretations*, specifically Article 2 which states that "Libraries should provide materials and information presenting all points of view on current and historical issues." (See Appendix F) No Library space is available for unsolicited exhibits, displays, petitions, or sale of items, either within the facility or on Library grounds outside the facility.

DISTRIBUTION OF FREE MATERIALS

Display space is available to community organizations to disseminate information. Items that publicize community organizations and local events further the role of the Library as a source for non-profit, civic, cultural, educational, and recreational information.

Items for posting or distribution must be presented to Library staff for approval; items will be dated prior to being placed on the bulletin board or in the information rack. Items placed on the bulletin board may be displayed for a maximum of one month. Library staff will remove items that have expired or that have been posted for one month. Items removed will be discarded; Library staff cannot return posters and flyers that have been displayed. Distribution or posting of items by the Library does not indicate endorsement of the issues, events, or services promoted by those materials. Items left or posted without approval will be removed and discarded.

Approved Jan. 20, 2010