

Art Exhibition Proposal

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

Website: _____

(If no website is provided, please submit application with photo examples of work)

Desired display location (check all that apply):

- the Gallery Erley Display Case

Description of proposed exhibit: _____

Summary of previous exhibits: _____

Public Art Policy

Unique, interesting or historically significant works of arts or crafts are displayed at the Welles-Turner Memorial Library (from now on referred to as "the Library") facilities to stimulate appreciation and knowledge of arts and crafts in the Glastonbury community served by the Library.

General Information

The scope of items for public display at the library facilities includes items owned by the library as well as those loaned to the Library/Town of Glastonbury as part of an exhibit or display. All works of art or craft items in the Library's permanent or temporary exhibit holdings are considered part of the Library's collections. As such, the art collection will be managed like the other Library collections with professional library staff members responsible for curation. Please see the Library's Collection Development Policy for further information.

Policy

1. Selection criteria for displays include but are not limited to the following:
 - items reflecting community interests
 - unique local content
 - size of the artwork to be displayed
 - space requirements for viewing
 - length of time the work may remain on display
 - suitability for display (format, condition, value, subject or theme suitable for display area)
2. The Library Director, or his/her designees, will review artwork and select pieces deemed appropriate for the venue. The Library will consider applications in consultation with the Exhibit Committee (if established – see #3, below). Sculptures and other free-standing artwork not accepted for display outside of the Erley Display Case. The Town/Library may use its discretion in selecting art or collections of art for exhibit at the Library.
3. The Library Director may establish an Exhibit Committee at his or her sole discretion. If established, the number of members and the members of such committee will be appointed by the Library Director and approved by the Library Board. The Exhibit Committee may assist in the curation of displays, recommend the dates of display, the length of the display period and the hanging, placement and arrangement of the display. The Library Director may call on additional people with knowledge or skills relevant to a display to assist the Exhibit Committee.
4. The Library Director reserves the right to decline or cancel any display that could reasonably be expected to disrupt normal Town/Library operations.
5. Acceptance of an exhibit does not constitute an endorsement by the Library or the Town of the views, beliefs, or policies of exhibitors.
6. Exhibitors will work with Library Staff members to determine the dates/location of their display and these will be confirmed in writing as part of a Public Art Display Agreement. Exhibits may be open to the public during Library hours. However, since the Library is used for programs, organization meetings and events, exhibitors must understand that there may be times when their exhibit will be unavailable for viewing.
7. The exhibitor will keep the work on display for the complete period as scheduled and will remove the exhibit promptly at its completion. The library shall not be held responsible for artwork that is not removed by the designated date.
8. Exhibitors may indicate that their works are for sale, including contact information to arrange sales, however, prices are not permitted for display. Library staff will not engage in sales or discussion about the artist/work. Sold items will not be removed from the display prior to the end of the agreed-upon display timeframe.
9. The Town /Library is not responsible for loss or damage to any items. The Town/Library does not insure any items; the Exhibitor assumes full responsibility.

Exhibitors whose works have been selected for display must adhere to the Public Art Display Procedures.

Approved by the WTML Library Board - 05/08/2023

I have read the Town of Glastonbury / Welles-Turner Memorial Library Public Art Policy and agree to it.

Signature: _____

Date: _____

Please attach a resume and artist statement (if applicable) and submit to the Reference Desk at Welles-Turner Memorial Library