

# Pine River Public Library District

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## Pine River Public Library Public Art Policy

The Pine River Library District is committed to providing opportunities to meet the cultural needs of the District by allowing for public art to be displayed in the library. Consideration must be given to the immediate and projected fiscal impact upon the Library involving the cost of installing the art, the need for special lighting, the cost of moving the art, the paper work and documentation required, the security required for the piece and conservation for the continued maintenance of the art work. This policy covers both temporary and permanent pieces of art.

### **Conflict of Interest:**

Employees of the Pine River Library and Trustees of the Pine River Library may not apply to display art.

### **Art Committee:**

The Pine River Library Director will establish an Art Committee to oversee public art planning and decision-making. The purpose of the Art Committee is to provide guidance, leadership and support to the library's goal of rotating art exhibits and also to purchase a limited selection of high quality public art to be on display at the Pine River Library. The committee will consist of two staff members, a Board member, a Friend's member and the Library Director.

### **Responsibilities of the Art Committee include:**

- Determine sites to be used.
- Prioritize its tasks and projects to be accomplished.
- Establish the process and oversee the selection of artists.
- Recommend acceptance of art work for the Library's collection to the Library Director.
- Establish guidelines and procedures for temporary exhibits and displays.
- The Director will provide a report to the Board of Trustees documenting the upcoming exhibits.

### **Acceptance of Artwork**

The Library has no obligation to accept, display, or maintain any artwork at the Library. The Art Committee has the right to determine what item(s) offered to it for public display will be accepted, displayed or maintained by the Library subject to final approval by the Library Board. Once an item is accepted, the Library shall be the sole owner of the donated item(s) and will have the right, in its sole and absolute discretion, except as limited by written title documents, to deaccession any donated item(s) without providing notice to or obtaining the consent of the donor.

### **Temporary Displays**

- Artwork will be included via an established review procedure overseen by the Art Committee, and will be subject to final approval by the Library Director.
- In the selection of artists and artwork, goals include:
  - Creating a learning experience;

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- Focusing on regional talent, although not exclusively;
  - Avoiding clutter and overdoing;
  - Using permanent and temporary art;
  - Serving interior and exterior audiences;
  - Ensuring durability, low maintenance, and code compliance;
  - Minimizing financial impact on Pine River Library for maintenance, upkeep, or staff time;
  - Ensuring sensitivity to the site and the architecture of Pine River Library;
  - Appealing to all ages;
  - Ensuring high artistic quality and craftsmanship.
- **Procedure**
    - Artists interested in displaying their art should contact a member of the art committee.
    - The Art Committee will review samples of the work and make a determination.
    - Timing and placement of artwork will be determined by the Art Committee and Artist.
    - Hanging and removal of the art will be supervised by the Art Committee.

## **Gifts of Artwork: (Permanent Collection)**

The Pine River Library may receive offers of artwork for the permanent public art collection. The potential donor shall make a proposal that will be presented to the Art Committee. In considering acceptance of works of art the Art Committee will utilize the following criteria:

- Does the work further the overall identity of the facility and enhance the existing collection?
- Is the work of high quality?
- Is the work durable?
- Does the gift include a maintenance endowment, and provisions for lighting?
- Is there an appropriate location site available for the work?
- Is the offer of donation adequately documented? (as outlined below)
- Is the gift safe for public display?

All legal issues must be addressed, including but not limited to the ability of the current legal owner to deliver unrestricted clear legal title together with all applicable copyrights, patents or other title rights in or to the item(s) without any limitations or conditions on the Library's ownership and the time and costs required to acquire the item(s).

In some cases, the Art Committee may elect to accept a gift for a specified loan period and thus it will not be formally accessioned. The following considerations will be made concerning the acceptance of loaned item(s):

- The condition of the item(s) and possibilities for damage to the item(s) to be loaned;
- The capabilities of the Library to handle, house and care for the loaned item(s);
- The agreement of the owner to bear the costs of the loan;

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- The ability of the Library to obtain adequate insurance coverage for the loaned item(s) and agreement of the owner to bear the cost of insurance coverage;
- The time period and conditions of the loan.

The Library has no obligation to accept, display, or maintain any items donated to the Library. The Art Committee has the right to determine what item(s) offered to it for public display will be accepted, displayed or maintained by the Library subject to final approval by the Library Board. Once an item is accepted, the Library shall be the sole owner of the donated item(s) and will have the right, in its sole and absolute discretion, except as limited by written title documents, to deaccession any donated item(s) without providing notice to or obtaining the consent of the donor.

## **Removal of Artwork from the Collection:**

Deaccessioning is the process for withdrawal of artwork from public exhibition through storage, loan or disposal. Deaccessioning standards shall be such that they are applied after careful evaluation, and not because of changes in fashion and taste.

**Criteria for Deaccessioning:** An artwork may be considered for deaccession under the following conditions:

- The artwork has been damaged to the extent that repair is impractical or unfeasible, or the cost of repair or renovation is excessive in relation to the original cost of the work.
- The artwork is no longer appropriate for the site because of changes in use, character or design of the site.
- The artwork endangers public safety.
- The artwork requires excessive maintenance or has faults of design or workmanship.
- The artwork is incompatible with the rest of the collection.
- The security and condition of the artwork cannot be reasonably guaranteed in the present site.
- There is no longer a suitable site for the artwork.
- The artwork has been stolen.
- The Library wishes to replace the artwork with a work of more significance or appropriateness by the same artist.

The Library reserves the right to relocate or put in storage works of art without the written permission of the artist.

If a piece of artwork was commissioned and created for a specific site, the artist will be notified of the Library Art Committee's decision to relocate the piece. If the alteration, modification or relocation should occur with the objection of the artist, the work will no longer be represented as the work of the Artist, if the artist should make such a request in writing.

## **Income Tax Statements**

The library cannot assess the value of a piece of art. There is a donation form that can be completed by the donor. It is the donor's responsibility to determine the value of the

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donation or use an independent appraiser to do it for them.

## **Insurance**

**The Library carries sufficient insurance to cover pieces of art worth up to \$10,000. The claim's value will be determined by the Insurance Company's appraiser.**

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*Approved by the Board of Trustees October 18, 2016*