



ALTADENA LIBRARY DISTRICT | POLICY AND PROCEDURE MANUAL

SUBJECT: ART DISPLAY POLICY

SECTION: ADMINISTRATION

BOARD APPROVED: Board Approved 8/22/2022

POLICY OBJECTIVE

The Altadena Library District seeks to provide access to educational, informational and cultural resources to the community. As part of that belief, the library encourages artistic and cultural interests of the community by providing a showcase for art by community and area artists.

STATEMENT OF POLICY:

The Altadena Library District allows artists to display their artwork for a period of one (1) month, unless a special exception has been made to exhibit for a longer period of time. The Library Representative will arrange with the artists the time slots for setup and dismantling of the exhibit, during library hours. All work must be hung using our hanging system. All work is required to have a wire backing. Hanging work with use of nails or tacks is not allowed in the Reading Court.

APPLICATION PROCESS AND WAIVER OF LIABILITY:

Artists interested in displaying their artwork should submit an Artist Exhibition Application or Guest Curator Application with the signed Waiver of Liability to the Altadena Library District, Attn: Art Curation Team; art@altadenalibrary.org. Forms can be obtained at either library building or found online at www.altadenalibrary.org/art.

FEES

The Altadena Library District does not charge fees for the display of artwork.

RIGHT OF REFUSAL

The Altadena Library District reserves the right to decide what is appropriate for display. The Library reserves the right to reject any part of the exhibit or to change the manner of display. The presentation of any artwork does not imply an endorsement of the exhibit by the Altadena Library District, its Trustees, or its staff.

SALES

Sale of artistic work(s) is solely between the artist and the buyer. The Library District is not liable for such transactions.