

Exhibits Policy

Chattanooga Public Library

Exhibit Objectives

The mission of Chattanooga Public Library (CPL) is to be a catalyst for lifelong learning. In support of this mission, CPL offers opportunities for education, enlightenment, and enjoyment to our community through exhibitions presented in spaces that are conducive to learning and discovery. Library exhibits aim to promote access to and stimulate interest in a wide variety of topics, and to support and enhance the Library's programs, services, and resources. Exhibits may utilize resources available from the Library's collections as well as outside resources available to the Library that support the Library's mission.

Exhibit Definition

For the purposes of this policy, exhibits are defined as a public display of objects, information, or media for the purpose of education, enlightenment, and enjoyment. Routine book displays, short-term pop-up displays, and other informal displays are excluded from this policy. Exhibits may employ artifacts or materials owned by CPL, artwork, panels or displays, and other materials from external agencies or individuals that are of the highest quality and provide examination or viewing of a particular area of interest to the Library and its strategic goals. Items featured in exhibits will be in accordance with all federal state, and local laws including those pertaining to libel, copyright, and pornography. Materials exhibited in the library do not necessarily represent the views of the Library, and exhibition of materials does not constitute an endorsement of any views expressed therein.

Priorities for Exhibitions

The Library will focus on presenting exhibitions that include, but are not limited to:

- A focus of the Library's collections, programs, and services;
- Topics specific to the Chattanooga and surrounding areas, including but not limited to exhibitions which would stimulate interest in some aspect of its history;
- Items of current or historical cultural significance;
- Curation by or co-curation with other institutions, museums, art galleries, libraries and agencies to provide a thematic examination of a particular area of interest to the Library and its strategic goals;
- Content from a creator whose work is renowned. The term "renowned" reflects (I) the number of times this creator has had work on public or private display; (II) whether or not the creator has been commissioned to create public art pieces; (III) the number of reviews published about the creator; (IV) whether or not the creator is still producing works or produced works during their entire life.
- Content that complies with all federal state, and local laws including those pertaining to libel, copyright, and pornography. If the Exhibits Committee is unable to determine whether a particular work complies with applicable laws, it will seek advice from the City Attorney.

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Responsibility for Exhibitions

Exhibition proposals should be directed to the Library's Exhibits Committee. Proposals will be reviewed by the Exhibits Committee in order to determine if the proposed exhibit meets with the standards set out in this policy, as well as any other City policies and procedures.

Criteria for Exhibitions

The Library will present exhibitions that meet its policy, priorities, and criteria for exhibitions as described herein. The Exhibits Committee is responsible for reviewing individual exhibitions in order to determine if the proposed exhibition meets the standards set out in this policy, including but not limited to a determination that the proposed exhibition complies with the Library's mission.

The Exhibits Committee will select exhibits for display based on:

- Particular relevance to the Library's collections
- Relevance of the work to the community of Chattanooga as a whole
- Current and historical cultural significance
- Artistic merit
- Particular relevance of work or artists to our local area
- Suitability of the format to the Library's physical limitations
- The renown of the artist(s) whose work will be on exhibit
- Compliance with all federal state, and local laws including those pertaining to libel, copyright, and pornography. If the Exhibits Committee is unable to determine whether a particular work complies with applicable laws, it will seek advice from the City Attorney.

Proposal stipulations and requirements

1. All proposals must be accompanied by images of representative work and/or installation images (if applicable/available), resumes of responsible parties, and a record of any other showings for the proposed exhibit.
2. Applicants will be notified regarding acceptance or rejection of proposals.
3. All publicity for exhibitions must be approved by the Library.
4. All exhibitions must conform to the installation specifications of the Library's designated exhibition spaces. Space for free standing cases or other structures as part of an exhibition is limited and must comply with Fire Department regulation.
5. The Library shall not be involved in the sale of works on display, and prices for works may not be posted. Artists are responsible for providing contact information which can be shared with visitors inquiring about purchases.

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Contract stipulations and requirements

1. All terms of agreement (such as loan agreement) between the Library and Exhibitors must utilize agreement forms approved by the City Attorney. Any changes to approved forms must be reviewed and approved by the City Attorney.
2. All terms of agreement between the Library and Exhibitors must be stated in a written signed Agreement before the exhibition opens.
3. Reasonable insurance coverage may be extended under the Library's existing insurance policy. Any loss related to an Exhibition is limited to the terms of the insurance coverage provided.
4. Library administration reserves the right to revoke approval of exhibition or exhibit materials at any time.