



Art and Exhibits Policy

Purpose: the primary purpose of the Saugerties Public Library Policy on Art Exhibits is to enrich the library experience of Saugerties Public Library patrons, particularly:

- To enhance and increase community appreciation of the arts,
- To present a variety of exhibitions by artists in the visual arts as well as exhibitions of an educational and/or historical significance, and
- To help local and regional artists increase their public exposure.

Art Exhibit Policy: The Saugerties Public Library welcomes artists and curators to display works in the Upper & Lower Level Gallery, and Director approved spaces throughout the building under the following guidelines:

- The Library Director serves as the exhibit coordinator and contact person.
- Exhibit display dates will be established in advance at the discretion of the library staff.
- Work from all media and styles will be considered.
- The Library does not advocate or endorse the viewpoints of any exhibit or exhibitors. Works of art must be sensitive to age appropriateness and the social, cultural, historical and physical context of the site.
- The Library Director shall, at all times, have the authority to make a decision on whether specific artworks may be displayed based on what is in the best interests of the Library and the community it serves. Any such decision may be appealed to the Board of Trustees.
- Any concern about an exhibit should be directed in writing to the Library Director.
- It is the responsibility of the exhibitor to set up and remove the exhibit in accordance with an established schedule. If assistance is required, it is the exhibitor's responsibility to provide such assistance unless determined otherwise by the Library Director.
- Artists must remove artwork from the Library at the agreed upon date so the next artist is able to install their show. The Library is not responsible for taking down an exhibition and cannot provide storage space.
- Artwork not removed on schedule will limit the exhibitor from future exhibitions.
- All costs, expenses, and signage (in keeping with the Library design guidelines) are the responsibility of the exhibitor/s.
- Three weeks prior to display, the exhibitor will provide an image of their artwork and a personal or curatorial statement about the work to be displayed.

- Library use of display areas takes precedence over any other use. In the unlikely event that the Library should require display/exhibit space for its own use, the Library Director has the right to pre-empt such space, without notice.

Procedures: The artist must complete and sign the Application Form and read the Art and Exhibit policy (attached), acknowledging that they understand and accept the Library Policy on art exhibits.

Sale of Artwork: no sales transactions may take place on Library premises, but the exhibitor may provide phone number and address to be contacted by any interested party.

Exhibition Presentation, Installation: Artwork to be displayed must be framed, matted or have a support structure, and be ready for installation.

- Three dimensional work or work requiring pedestals can only be displayed by special arrangement with the Library Director.
- No labels, signs, or other material are to be attached to any walls, without both the items and means of adhesion approved by the Library Director or his/her designated representative. All materials for hanging (wire, filament, dowels, screw eyes, measuring tape, etc.) are to be provided by the exhibitor/s.
- Permission to photograph and reproduce any work accepted in the exhibition for publicity purposes is granted unless otherwise stated in writing.

Opening Receptions: Opening receptions, if desired, must be arranged under the guidelines of the Community Room Policy. Any expenses shall be the responsibility of the exhibitor. Alcohol is permitted only by an agreement with the Library Director.

Publicity: Publicity is the responsibility of the exhibitor/s. The library will include a short biography of the artist and one digital image on the Community page of the library's website.

Approved by the Saugerties Public Library board on March 8, 2011.

Review History: January, 2018, Revised February 2018, Revised June 12, 2025

Review Cycle: 5 years