

## Exhibits Policy and Public Notices      Policy #14

**Policy Objective:** This policy defines the philosophy and goals for exhibits and public art displays throughout the Library. This policy also identifies responsibility for these programs, goals, criteria for selection, dispute resolution of exhibits and general policies.

Library staff involved in organizing, curating and/or installing exhibits or displays are deemed to be acting within the course of official duties and under the authority of the Gibson Memorial Library.

The display of public art, and/or exhibits of another nature, is an important part of providing welcoming and pleasant facilities and also enriches the Library's service and outreach programs. All Library exhibits are guided by the Library's mission, values and vision and on freedom of expression.

### 1. Goals:

- Promote and support the Library's strategic directions, services, resources and the scholarly value of its diverse collections
- Promote and support Creston and Union County, and greater community events, people, history, programs, symposia, activities and accomplishments

### 2. Criteria for selection:

The Library reserves the right to approve or disapprove all exhibit requests, to have final approval for the layout of the exhibit, and to make all decisions regarding length of the exhibit duration and placement of the exhibit within the library. The following criteria apply, but not all exhibits will meet all the criteria:

- Maintains public safety expectations and adheres to ADA compliance
- Educational content ranging from advanced scholarly contributions to general informational value
- Appropriateness of subject, technique and style for intended location and audience
- Relation to other events or exhibits in the community
- Does not promote the political, religious, or social doctrines of any single person or group, or the financial profit of any individual, organization or commercial enterprise
- Reflects vitality, originality, artistic expression and experimentation
- Ease and cost of installation

### 3. Dispute resolution

- The Gibson Memorial Library supports free expression of opinion.

The Library will not exercise any censorship of materials such as books, images, labels, catalogs or promotional literature that do not violate the policies adopted by the Library Board of Trustees, or local, state or federal laws.

The Gibson Memorial Library subscribes to the [American Library Association's Library Bill of Rights as it applies to exhibit spaces and bulletin boards](#), specifically:

"The Library should not censor or remove an exhibit because some members of the community may disagree with its content. Those who object to the content of any

exhibit held at the Library should be able to submit their complaint and/or their own exhibit proposal to be judged according to the policies established by the Library.”

- **Freedom of Speech Commitment:**

*“Freedom of speech is the foundation of our communities and our nation. The works this institution exhibits may awe, illuminate, challenge, unsettle, confound, provoke, and, at times, offend. We defend the freedom to create content and exhibit such work anywhere in the world, and we recognize the privilege of living in a country where creating, exhibiting, and experiencing such work is a constitutional right. To exhibit a work of art is not to endorse the work or the vision, ideas, and opinions of the artist. It is to uphold the right of all to experience diverse visions and views. If and when controversies arise from the exhibition of a work of art, we welcome public discussion and debate with the belief that such discussion is integral to the experience of the art. Consistent with our fundamental commitment to freedom of speech, however, we will not censor exhibitions in response to political or ideological pressure.”*

**Source:** [Museum Best Practices for Managing Controversy](#)

#### **4. Outside Exhibitors**

- Outside exhibitors must furnish the Library with a list of value of each item for insurance purposes. The Library assumes no responsibility for preservation, protection, possible damage or theft of any item on display. All items placed in the Library are done so at the owner’s risk. The owner will be given a statement of this and asked to sign it before the exhibit commences.

#### **5. Solicitation/No Distribution**

- No organization or individual shall solicit donations, advertise, nor sell any item on behalf of any commercial or charitable enterprise (except for the direct benefit of the library). However, posters announcing community programs or activities may be displayed for one week prior to the event, provided there is room for such displays and they are of reasonable size. Such displays shall be on a, “first come, first served” basis.

**Adopted:** March 1997

**Reviewed:** March 6, 2000; April 2, 2007; April 5, 2010; April 1, 2013

**Revised:** March 5, 2001; April 5, 2004; December 4, 2017; *January 2021 (This policy supersedes previous versions dated before January 2021)*

**Contact Information**

Contact Name: \_\_\_\_\_

Name of Company/Organization: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Exhibit Information**

Name of Organization: \_\_\_\_\_

**Exhibitor Category:**

- Art Display
- Cultural Display
- Issue/Organization
- Other (please specify) \_\_\_\_\_

**Exhibit Description (include the itemized value of items on display):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signing below, I acknowledge that I have read Gibson Memorial Library's Exhibits Policy and that the information provided above on this form is accurate to the best of my knowledge. I understand that the Library is not held responsible for any items on display, and any damage or theft that may occur, while on display at Gibson Memorial Library.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The Trustees of Gibson Memorial Library have established an exhibits policy and a procedure for gathering input about particular exhibits community members and patrons may find offensive. Completion of this form is the first step in that procedure. If you wish to request reconsideration of a resource, please return the completed form to the library director.

**Gibson Memorial Library**

**200 W. Howard**

**Creston, Iowa 50801**

Date \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State/Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Do you represent self? \_\_\_\_ Or an organization? \_\_\_\_

Name of Organization \_\_\_\_\_

1. Title or description of exhibit on which you are commenting:

\_\_\_\_\_

2. What brought this exhibit to your attention?

\_\_\_\_\_

3. Have you examined the exhibit? If not, what sections did you review?

\_\_\_\_\_

4. What concerns you about the exhibit?

\_\_\_\_\_

5. Are there exhibits you suggest to provide additional information and/or other viewpoints on this topic?

\_\_\_\_\_

6. What action are you requesting the Board to consider?

\_\_\_\_\_