

Genevieve Lincoln Community Meeting Room Art Exhibition Policy

Wauconda Area Public Library District

Approved by the Board of Library Trustees February 11, 2013

Revised by the Board of Library Trustees February 14, 2022

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Individuals and non-profit groups based in the Wauconda Area Public Library District are invited to display artwork in the Library's Genevieve Lincoln Community Meeting Room. Use of the Genevieve Lincoln Community Meeting Room's artwork display capabilities is subject to the following rules and regulations:

1. It is advised that the exhibitor submit copies – not originals – representative of the artwork to be displayed. The Library assumes no responsibility or liability for the preservation, protection, loss of, or damage to any part of an exhibit at any time. All items brought to and placed in the Library are done so at the owner's risk with an understanding that the space is used regularly for meetings and programs by people of all ages, including young children.
2. An Artwork Exhibition Agreement must be completed and signed prior to any use of the Genevieve Lincoln Community Meeting Room.
3. Permission to display artwork in the Genevieve Lincoln Community Meeting Room does not constitute the Library's endorsement of the policies or beliefs represented in the exhibition.
4. Determination of the appropriateness of the exhibit is solely at the discretion of the Library Director or delegated representative. Since the Genevieve Lincoln Community Meeting Room is used for Library programs and non-Library sponsored meetings, artwork must be suitable for children under the age of (8).
5. While artwork consistent with the Library's mission¹ is always welcome, artwork displayed in the Genevieve Lincoln Community Meeting Room cannot:
 - a) Promote or represent partisan or individual candidates' political meetings or events (such as political rallies, demonstrations, movies, fundraisers, protesting, or endorsement of political candidates or agendas).
 - b) Promote or represent specific religious or philosophical/motivational groups.
 - c) Promote or represent personal or family interests.
 - d) Promote or represent a for-profit business.
 - e) Be of a polemic or discriminatory nature.

¹ The purpose of the Wauconda Area Library is to provide and promote a variety of library resources and services in response to the informational, educational, cultural, and recreational needs of both the residential and business communities.

- f) Be obscene, sexual in nature, excessively violent, defamatory, invade a particular person's privacy, or incites violence.
 - g) Promote or represent any activity or purpose that is in violation of local, state, or federal ordinances or laws, including copyright and public performance laws.
6. The Library will not be involved in the sale of any artwork.
 7. Exhibitors may provide a binder explaining the exhibit. Alternatively, display cards can be placed next to the pieces. Display cards can be put on walls so long as it does not damage the walls. All binders and signage should appear professional.
 8. Set up and removal must take place in as concise a time period as possible and must be coordinated by Library staff so as not to disrupt programming. Artists are solely responsible for the installation and removal of their pieces and/or display.
 9. No exhibitor may reassign the use of the Genevieve Lincoln Community Meeting Room and the exhibit must appear as described in the approved application. If a group displays artwork, one person from the group should be designated as the contact person. This person will coordinate set up and take down of the exhibit.
 10. No hardware, equipment, or objects are allowed in the exhibit or in the setting up of the exhibit that may result in the damaging of any part of the room. If such damage occurs, the exhibitor will be held responsible. The potential for any such damage may be considered grounds for denial of the exhibit application.
 11. The room must be restored to its original condition at the end of the artwork's display term.
 12. Priority will be given to Library sponsored exhibits. There may be times when the room is unavailable for exhibits due to library use.
 13. An exhibit will generally remain in the Genevieve Lincoln Community Lincoln Room for two calendar months, unless previous arrangements have been made.
 14. The Library reserves the right to cancel any scheduled exhibit in its sole and exclusive discretion.
 15. If the exhibitor violates the policies or procedures associated with the Genevieve Lincoln Community Meeting Room, future applications will be denied.
 16. If an exhibitor is denied the use of the Genevieve Lincoln Community Meeting Room, an appeal can be made to the Library Board of Trustees at the next regularly scheduled monthly meeting.