

Ridgefield Library Art in the Library Policy

The Ridgefield Library welcomes the display of art in its Gallery and other locations throughout the Library building in keeping with its stated mission: “The Ridgefield Library anticipates and meets the evolving needs of our community. We are an essential partner and the place where people discover, question, learn and connect.” Criteria for exhibiting artwork are listed below and exhibited artwork does not reflect the views of the Library.

Art Exhibits in the Library

Works of art may come to the Library via various channels and must be approved by the Library Art Committee (LAC). The first step in identifying potential artwork is through a proposal process. Decisions about artwork to be exhibited will be made by the LAC which is comprised of a member of the Adult Programming staff and the Library Director; additional members from the Library Staff or Board may serve on the LAC as needed. Artists interested in a monthly exhibit in the Library's Gallery or a longer-term exhibit in other display spaces around the Library building should contact the Adult Programming staff. Exhibitors whose work is accepted for a show are required to complete and return the [Monthly Art Exhibition Agreement Form](#).

Criteria for choosing artwork for display in the Gallery and around the Library:

- Types of art the Library can consider include paintings, drawings, photographs, prints, other works on paper, fiber art, etc. Sculpture may be harder to accommodate.
- High quality and of a professional nature.
- In good condition, well framed and presented.
- Art that fits with the Library's aesthetic, e.g., open, light filled 21st Century space or the original 1903 Morris Building.
- Works that fit well in site-specific spaces and that complement one another.
- Local interest to the community – artists with a Ridgefield connection may be given special consideration.
- Artwork must meet appropriate community standards and be suitable for all ages.
- Artwork must not pose a danger to patrons (e.g., sharp edges, etc.).
- Artwork must not impact the Library facility or operation.

For each piece of art sold during an exhibit, the Library will receive a 15% commission. Artists must post contact information in the exhibit space so that anyone wishing to purchase a piece may deal directly with the artist.

Artists must be aware that because the Gallery and other art display areas in the building are public spaces that are not regularly monitored by Library personnel, the Library cannot guarantee the security of the artwork. Therefore, Artists assume the risk of displaying artwork. In the event of theft, the Library's insurance policy may cover part of the loss. In order to take advantage of this limited insurance coverage, all Artists must have submitted a signed, written list of artwork to be displayed with a total value

to the Adult Programming staff prior to the hanging of the show.

Donations of Art to the Library

As stated in the Library's [Gift Acceptance Policy](#) (Section II-E – Gift of Real Personal Property section), gifts of artwork must be consistent with the Library's mission. Potential donors should contact the Library Director, who will then convene the Library Art Committee.

A decision about whether the gift will be accepted will be made by the Library Art Committee based on the criteria cited above and in accordance with the Gift Acceptance Policy. Due to the limited amount of exhibit space around the Library the LAC will also make the determination about whether the donated art can be displayed, and if so, where and for what timeframe and duration.

Title of all gifts will pass to the Ridgefield Library. Gifts to the Library remain outright and unrestricted donations to be used according to the sole discretion of the Library. As stated in the Gift Acceptance Policy, donated works of art may be sold.

If the donation is approved, the Library will provide a timely written acknowledgement of the receipt of gifts. Income tax regulations leave the determination of the gift's monetary value to the donor. For appropriate gift tax credit, gifts with a value of \$5,000 or more require a properly accredited independent appraisal, which is the responsibility of the donor. Donors whose gift is accepted are required to complete Art Donor Agreement form.

The Ridgefield Library Board of Directors is responsible for establishing policies which govern Library operations and establish rules of conduct to protect the rights and safety of library patrons, volunteers, and staff, and for preserving and protecting the Library's materials, equipment, facilities, and grounds. Policy updated on September 18, 2023, Ridgefield Library Board of Directors.