

Siouxland Libraries Exhibit Policy

The purpose of the Exhibit Policy is to establish the selection criteria, guidelines, and responsibilities associated with community art displays and exhibits in library space. With the aim of highlighting local artistic talent and presenting it to the wider community, Siouxland Libraries accepts artwork and other materials from schools, individuals, and organizations for display in spaces the libraries have designated for this purpose.

Selection Criteria

In selecting exhibits to display, Siouxland Libraries takes the following criteria into consideration:

- Exhibits must be of an educational, cultural, civic, charitable, or recreational nature—not for advertising, commercial enterprises, or to promote a political candidate, campaign, or party.
- As Siouxland Libraries welcomes people of all ages, exhibits must be suitable and appropriate to every age group as defined by local community standards in order to respect the libraries' role as a public institution.
- To maintain a position of impartiality in intellectual matters, Siouxland Libraries will not accept exhibits that promote a single point of view or make a statement on a controversial issue. This provision may apply, but is not limited to, matters of religion, politics, and/or sexuality.
- Exhibit must comply with all federal, state and local laws including those pertaining to libel, copyright, and pornography.
- Exhibits must be suitable to the library's physical limitations. Art must comfortably fit within the confines of the library display space. Art must not require climate control or physical security.

In accordance with the ALA's Library Bill of Rights, Siouxland Libraries provides exhibit and display spaces on an equitable basis, regardless of belief or affiliation of groups requesting their use.

Exhibit Proposal Process

Exhibit proposals will be assessed for approval by library staff. To submit a proposal, please contact Siouxland Libraries via phone, email, or in-person at the desired branch.

Proposals will be honored on a first-come first-served basis; however, organizations or individuals from Sioux Falls or Minnehaha County may be given priority.

High-quality images of exhibit items will need to be presented at the time of the proposal. If selected, these images may be used in library posts and publications to advertise the exhibit.

Exhibit Guidelines and Procedures

For an exhibit to be displayed in library space, the exhibitor must:

- Complete and sign Siouxland Libraries' Exhibit Receipt of Acknowledgement
- Supply exhibit items that are consistent in form, quality, and content with the original proposal
- Assume full responsibility for transportation of exhibit items, installation, dismantling, and removal of the exhibit from the library
- Install and remove exhibit with as little interference as possible to the daily operations of the library
- Be accountable for paying any damage that occurs to library property because of setting up or dismantling the exhibit
- Make no changes to the exhibit after installation
- Charge no admission fee to view the exhibit

- Provide display labels for each exhibit piece that identifies the individual or group responsible for the exhibit as well as a brief typed biography that describes the background and purpose of the exhibit
- Assume full responsibility for insurance coverage of the exhibit as Siouxland Libraries nor the City of Sioux Falls offers insurance protection for exhibits in any Siouxland Libraries facility
- Submit any form of publicity for library review and approval prior to dissemination

During the process of an exhibit, Siouxland Libraries:

- Assumes no responsibility for the security or safety of materials exhibited or displayed in any of the library
- Is not liable for damages of exhibit items before, during, or after their period of display in library space
- Does not offer insurance protection for exhibits
- Holds the right to publicize exhibits through library social media posts and publications
- Will not publicize exhibits in a manner which suggests library sponsorship or affiliation
- Reserves the right to reject any part of an exhibit or change the manner of display

Sales

Sales in conjunction with the exhibit are allowed. Exhibitors are responsible for providing information regarding availability, price, and contact information to the library in the case of an interested party.

Siouxland Libraries will not take any part in transactions between buyer and seller.

Request for Reconsideration

Siouxland Libraries welcomes expressions of opinion from guests concerning exhibits and displays in the library space. Guests who wish to request a review for

reconsideration of an exhibit may submit a Statement of Concern form. The Library Director will reevaluate the exhibit with consideration of the selection criteria and the libraries' mission.

Policy History:

Approved by the Library Board of Trustees on July 10, 2024.