

The purpose of this policy is to outline the policies and procedures by which the Nampa Public Library will accept donated or loaned art, or commission pieces for display.

Exhibitions of Art at the library promote cultural appreciation, increase visitation to the Library and further the Library's Values by Respecting the history, cultural values and aesthetic appreciation within our community.

**Art Committee:**

The Nampa Public Library Board of Trustees will establish an Art Committee to oversee public art planning and decision-making. The purpose of the Art Committee is to provide guidance, leadership and support to the Nampa Public Library Board of Trustees in its goal to obtain a selection of high-quality public art to be on display at the Nampa Public Library.

Public art is defined as publicly accessible original art that enriches the library as it evokes meaning into the public realm. Public art takes a variety of forms and incorporates the site and considers the context and the audience. The Art Committee will refer to the Nampa Public Library Art Plan that was established by management and written by the library art consultant.

The committee may consist of citizens, art professionals, members of the Library Board and Foundation, Nampa Art Commission and an assigned Library staff member. The individuals proposed as Art Committee members will be presented to the Library Board of Trustees for approval. Committee members will serve a three year term and may be appointed for an additional term (6 consecutive year's total). During the evaluation of application materials, the committee will meet as often as necessary. Additional advisory members may be included as needed for specific tasks.

**Responsibilities of the Art Committee include:**

- Determining sites to be used.
- Prioritizing its tasks and projects to be accomplished.
- Establishing the commissioning process and overseeing the selection of artists.
- Recommending acceptance of art work for the Library's collection to the Library Board.
- Determining the methods for implementing projects. The Art Committee will identify project objectives, criteria, geographic restrictions for eligibility, budgets, timelines, etc., and will recommend to the Board of Trustees any resources needed, including the hiring of consultants or funds for art procurement.
- Providing a report to the Board of Trustees documenting the selection of works and upcoming exhibits.

**SOLICITATIONS/COMMISSIONS**

**Acceptance of Artwork commissioned or purchased into the permanent Collection:**

Artwork commissioned or purchased for inclusion in the Library's Art Collection shall be made formally through an established review procedure overseen by the Art Committee, and will be subject to final approval by the Library Board.

In the selection of artists and artwork, goals include:

- Creating a positive learning experience
- Maximizing the use of artists in the community (as resources)
- Using regional and national talent
- Ensuring durability, low maintenance, and code compliance
- Minimizing financial impact of Nampa Public Library for maintenance, upkeep, or staff time
- Ensuring sensitivity to the site and the architecture of Nampa Public Library
- Appealing and appropriate for all ages
- Ensuring high artistic quality and craftsmanship

Accessioning is a formal process whereby artwork is accepted by the Nampa Public Library and a permanent archival file and database record is created to document the artwork disposition, terms of its creation, and artist's statement and intent. Accessioning artwork into the Nampa Public Library art collection implies the application of professional standards of care, display and maintenance of the artwork.

The Artist's signed contract transferring title for the artwork and clearly defining the rights and responsibilities of all parties will accompany every acquisition.

Acquisitions result from the projects of the Art Committee, except in the case of gifts, which will be reviewed and accessioned in accordance with the policy on gifts. In the instance of art accepted that requires high maintenance, an additional gift of funds for maintenance may be required.

**Conflict of Interest:**

The following individual(s) may not apply for paid artwork commissions: employees of the Nampa Public Library, Trustees of the Nampa Public Library, members of the Art Committee; spouses, domestic partners, or immediate family of the above; or, any person who would be prohibited from doing so under local, state or federal law.

**DONATIONS**

**Gifts of Artwork:**

The Nampa Public Library may receive offers of artwork for the public art collection. The potential donor shall make a proposal that will be presented to the Art Committee. Members of the Art Committee may voluntarily recuse themselves if a Conflict of Interest exists regarding gifts. In considering acceptance of works of art the Art Committee will utilize the following criteria:

- Does the work further the overall identity of the Library and enhance the existing collection?
- Is the work of high quality?
- Is the work durable?
- Does the gift require/ include a maintenance endowment, and provisions for lighting, security and insurance?
- Is there an appropriate location site available for the work?
- Is the offer of donation adequately documented? (as outlined below)
- Is the gift safe for public display?

The Library Board has no obligation to accept, display, or maintain any items donated to the Library. The Art Committee has the right to determine what item(s) offered to it for public display will be accepted, displayed or maintained by the Library, subject to final approval by the Library Board. Once an item is accepted, the Library shall be the sole owner of the donated item(s) and will have

the right, except as limited by written title documents, to deaccession any donated item(s) without providing notice to or obtaining the consent of the donor.

**Removal of Artwork from the Collection:**

Removal standards shall be such that they are applied after careful evaluation, and not because of changes in fashion and taste.

*Criteria for Removal:* An artwork may be considered for removal under the following conditions:

- The artwork has been damaged to the extent that repair is impractical or unfeasible, or the cost of repair or renovation is excessive in relation to the original cost of the work.
- The artwork is no longer appropriate for the site because of changes in use, character or design of the site
- The artwork endangers public safety.
- The artwork requires excessive maintenance or has faults of design or workmanship.
- The security and condition of the artwork cannot be reasonably guaranteed in the present site.
- There is not a suitable site for the artwork.

## **LOANS**

### **Temporary Exhibit Program**

On occasion the Art Committee may commission temporary art exhibits by professional artists. The Art Committee will establish guidelines for temporary art exhibits. The exhibits shall promote art, other cultural appreciation, and visitation to the Library. The exhibit shall be suitable for viewing in a public space and should be reflective of the Library and its mission, vision and values. In general, no commercial activity will be associated with the exhibit unless it raises funds for the Library.

On occasion, temporary displays of work by non-professional artists may be presented to the committee for approval. The committee is to be informed of the duration of the display and the manner in which the materials will be displayed. Great care is to be taken to ensure the materials are displayed in a professional manner. The City of Nampa does NOT insure art works displayed in public buildings during the time the item the art is on exhibit, in-transit or stored on library premises.

The Library does not serve as a sales agent for exhibited pieces. Exhibitors are encouraged to provide name, address and/or phone number for follow-up by interested viewers.