



# PROCEDURE

**Title:** Exhibition Art

**Number:** LS-17

**Cancels:** N/A

**Approved:** August 15, 2024

**Review:** August 15, 2027

## I. PURPOSE AND SCOPE

To establish procedures for displaying art in order to support artists/art groups, educate community, and enhance the environment of Brevard County Public Libraries.

## II. POLICY

Brevard County Public Libraries will make space available for art exhibition on a first come, first served basis, regardless of the beliefs or affiliations of the individuals or groups requesting display space, subject to the procedure and criteria discussed herein. Permission to display art in a Brevard County Library space does not constitute and endorsement of the content of the exhibit or the views expressed by the exhibitor.

## III. CRITERIA AND PROCEDURE

Criteria for Selection. All proposed art displays will be considered according to the standards below:

1. Suitability of subject, technique, and style for all audiences.
2. Art displaying literary themes and materials.
3. Appropriateness to special events, holidays, etc.
4. Space available at the Library location.
5. No nudity.
6. No profanity.
7. No advertisements or commercial exhibits.
8. No partisan political exhibits or exhibits that support the election or defeat of a political candidate.
9. No exhibit shall violate any law. No pornographic or obscene exhibits, or exhibits deemed derogatory or offensive to civil standards.
10. No exhibit shall defame any individual or group regarding religion, sex, sexual orientation or gender identity, marital status, disability, color, national origin, or race.

### A. Procedure.

1. Exhibitors must follow the following guidelines:
  - Application: Each library will have a staff member designated to coordinate art displays. That staff member will accept applications (See Attachment) and coordinate art displays, including dates and times, for that Library.

- Installation/Dismantling: Installation and dismantling of exhibits will be done by the artist and/or their designated installers. The Library will not provide equipment such as ladders, nor will Library Staff assist with the hanging of art. In addition, no holes may be made in any wall. Each library has designated area to hang art and a system to hang art.
2. Art Concerns: Should there be concerns or objections to an art display or piece of art, the Library Services Director and Local Library Director will evaluate the art in relationship to the CRITERA outlined in this document. Based on this information a decision will be made as to whether or not to remove a work.
  3. Should an artist or art group object to that initial decision, they may bring their concern to the next Library Advisory Board Meeting. Art will remain removed until the Brevard County Library Advisory Board renders a decision.

#### B. Risk/Hold Harmless.

The Artist shall hold the County harmless against any and all claims for and related in any way to bodily injury, sickness, disease, death, personal injury, and damages to property of any kind (loss of use of any property or assets resulting therefrom), arising out of or resulting from the installation, dismantling, and/or exhibition of art in a Brevard County Library space, to the extent caused by the negligent acts, recklessness, or unintentional wrongful conduct of the Artist, or any of their agents or employees. The Artist agrees to fully indemnify and defend the County and pay the cost of the County's legal defenses, including attorney's fees, for all claims described above.

The Artist further agrees that the exhibition of art is at the Artist's own risk, and the County shall not be held liable for damage to or theft of art displayed in a Brevard County Library space. Any County liability is subject to the County's right of sovereign immunity and limited to the extent of the protections of and limitations on damages as set forth in Section 768.28, Florida Statutes. Nothing herein shall constitute a waiver of the County's sovereign immunity.

Attachment: Request to Display Art Form



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Wendi Bost, Library Services Director

Approved by the Brevard County Library System Board: August 15, 2024.

## Artwork Loan Agreement



### Preferred Loan Period:

Dates: \_\_\_\_\_

### Lender Information

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

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

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

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

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

The information provided above will remain private and will only be used by Library Staff to contact the lender about the artwork or the loan process.

**Artwork/Object Information**

Title/Name: \_\_\_\_\_

Artist: \_\_\_\_\_

Date of Artwork: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Content/Description: \_\_\_\_\_

\_\_\_\_\_

Special Care/  
Installation Notes: \_\_\_\_\_

\_\_\_\_\_

**Artwork/Object Information**

Title/Name: \_\_\_\_\_

Artist: \_\_\_\_\_

Date of Artwork: \_\_\_\_\_

Medium: \_\_\_\_\_

Dimensions: \_\_\_\_\_

Content/Description: \_\_\_\_\_

\_\_\_\_\_

Special Care/  
Installation Notes: \_\_\_\_\_

\_\_\_\_\_

**Signature Upon Lending:**

Lender has read and understood Brevard County Libraries Procedure LS-17.

Lender Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Name & Title: \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Signature Upon Return:**

The above artwork/object was retrieved by the lender on and is no longer in the possession of Brevard Public Libraries.

Lender Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Name & Title: \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_