

Ruthven Public Library

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Displays and Exhibits Policy

As an educational and cultural institution, the Ruthven Public Library welcomes exhibits and displays of interest, information, and enlightenment to the community. Displays of handiwork, historical material, nature study, or any other material deemed of general interest may be considered for exhibition.

Artists interested in displaying their artwork should contact the Library Director. Displays will be chosen on a first-come, first-booked basis. The director shall accept or reject material offered for display based on its suitability and availability. All exhibits and displays are to be approved by Library Director prior to set-up, and each exhibitor must sign a release before any artifact can be placed in the library.

The Ruthven Public Library allows artists to display their artwork for a period of one month. Exhibits and displays must be approved and suited to use existing hardware or be presented free-standing. The artist is responsible for setting up his or her own artwork, arranging, and dismantling their exhibit. The library staff is not available to assist the artist with setting up or taking down their display. Artwork should be displayed by the first weekend of the month and taken down during the last weekend of the month to allow incoming artists time to set up their own work. Any items left more than one week after the arranged take-down time may be disposed of as the Library Director sees fit.

The Ruthven Public Library will not charge for the right to display artwork. Artists are not to display their artwork for sale during the duration of the exhibit.

1. Exhibits and displays are to be presented in an equitable basis, regardless of beliefs or affiliations of individuals or groups requesting space.
2. Religious and political exhibits and displays are permissible for informational purposes; displays that proselytize for a single point of view will not be permitted.
3. Exhibits and displays may not involve the sale, advertisement, solicitation or promotion of commercial products. This provision does not exclude sponsored exhibits, approved art exhibits, exhibits primarily informational in content, or exhibits containing advertising involving a variety of beneficiaries.

The Library assumes no responsibility for the preservation or protection, and no liability for possible damage or theft of any item displayed or exhibited. All items placed in the Library are there at the owner's risk.

The presentation of any artwork does not imply an endorsement of the exhibit by the Ruthven Public Library, its Trustees, or its staff.

The bulletin board is the only available place for public use with following stipulations:

1. All postings must be approved by library staff prior to display. All self-posted pieces will be removed.
2. Postings are permitted up to an 8.5"x11" paper size.
3. After 30 days, posting will be evaluated for currency.
4. Postings are limited to non-commercial interests.

No other interior/exterior surfaces may be used for public posting.

Adopted: September 2018

Reviewed April 6, 2024

Affirmed: April 6, 2024

Scheduled for review: September 2026