

Exhibit Policy

Policy Number:	OP-003
Policy Category:	Operations
Approved by:	OPL Board
Accountability:	Chief Executive Officer (or Designate)
Approval Date:	May 15, 2025
Effective date:	May 16, 2025
Next Review Date:	2028

Purpose:

Oakville Public Library (OPL) provides exhibition space in its facilities to individuals or groups wishing to temporarily display artwork. These spaces allow the library to share the creative life of the community and foster a dialogue with the public at large.

The purpose of the policy is to establish the conditions governing the temporary display of artwork.

Scope:

This policy applies to individuals, groups or organizations that wish to exhibit their/its artistic works at any facility operated by OPL.

This policy excludes:

- Permanent art installations commissioned for facilities operated by OPL;
- Library-initiated exhibits that are developed by OPL for specific purposes;
- Events or programs sponsored by OPL or delivered in partnership with OPL onsite or offsite (e.g. community event, conferences);
- Exhibits offered as part of programs presented by other organizations on OPL premises where space is rented under the terms and conditions of the Library Space Booking Policy;
- Use of artistic works in accordance with the Display and Distribution Policy, Fund Development Policy, or Contests and Lotteries Policy.

Policy Statement:

OPL supports artistic expression that reflects the diverse and cultural interests of the community. This policy aligns with the principles of universal and equitable access and is supported by OPL's Intellectual Freedom Policy and Inclusion Policy.

Exhibitions do not imply any endorsement for the aims, policies, or activities of any individual, group, or organization.

Art Exhibit Areas

Art exhibit areas within OPL facilities is limited and offerings are subject to availability, taking into account the continuity of OPL operations and services throughout the period of the exhibit. The allocation of space and length of exhibition will vary depending on the location.

This policy applies to all types of exhibits, regardless of format or display method, whether they are freestanding, digital, or mounted on various surfaces within the facility or on premises operated by OPL.

Exhibits are unsupervised and accessible to the public during open hours.

Selection Criteria

OPL welcomes applications from individuals, groups, or organizations seeking to display art exhibits at any facility operated by OPL.

A new application must be submitted for each exhibition. Previous approvals do not grant the applicant automatic approval for subsequent exhibitions.

OPL is committed to working collaboratively with the artist or arts organization to maintain professionalism and the integrity of their exhibition. Local individuals, groups or organizations will be given preference.

To be considered for display in any facility operated by OPL, a proposed exhibit must:

- Align with the library's vision, mission, values, and strategic plan;
- Reflect and respect the diverse interests of the community and foster community and individual expression;
- Respect the tenets of freedom of expression and human dignity;
- Comply with all applicable federal, provincial and municipal laws, by-laws, library or Town of Oakville policies and regulations;
- Not be primarily intended as advertising or soliciting for business, political, campaigning or fundraising.

OPL retains the right to determine the suitability of any proposed exhibit for display in its premises and has final authority over the review, selection, and arrangement of all public exhibitions on its premises.

Approvals

OPL and the exhibitor, or the exhibiting group's representative, will sign a formal written agreement which outlines the rights and responsibilities of each party, including but not limited to terms of the exhibit, insurance, installation, removal of work, signage, and promotional materials.

Exhibited artworks may be available for sale. All sales must be coordinated through the artist or exhibiting community group. OPL does not apply a commission to the sale of any artworks covered by this policy.

OPL retains the right to deny requests for exhibition space or change, cancel, or remove the exhibit, in part or in whole, for any reason.

Applicants who object to any approvals, denials, changes, cancellations, or removals of the exhibit may, upon written request, have the decision reviewed by the Director, Customer Experience (or designate). Decisions will be communicated in writing following the completion of the review.

Requests for Reconsideration of Exhibitions

OPL encourages people to freely share ideas and opinions. Occasionally art exhibits may be seen as offensive by some library visitors. While OPL respects the right of anyone to not view an exhibit, that should not restrict others from viewing it.

Members of the public who feel that the exhibit is not consistent with the criteria outlined in this policy or the Intellectual Freedom Policy, or who object to any portion of an exhibit, may contact OPL in writing and clearly outline their objections.

Reconsideration requests are reviewed and responded to by the Director, Customer Experience (or delegate). Decisions regarding challenged exhibitions will be communicated to the individual(s) who initiated the request in writing following the completion of the review.

Appeals

Applicants or members of the public who wish to appeal the review decision, related to Approvals or Requests for Reconsiderations of Exhibits, may submit a written request for appeal to the Chief Executive Officer (CEO) within seven days of receiving the review decision.

Decisions will be communicated in writing following the completion of the review. The CEO is the final decision-maker on all requests.

Related Documents:

- [Code of Conduct Policy](#)
- [Intellectual Freedom Policy](#)
- [Inclusion Policy](#)
- [Library Space Booking Policy](#)
- [Display and Distribution Policy](#)
- [Political Use of Spaces and Resources Policy](#)
- [Program Development and Delivery Policy](#)
- [Media Relations Policy](#)
- [Partnership Policy](#)
- [Fund Development Policy](#)
- [Contests and Lotteries Policy](#)