



ART POLICY

Overview

The Highwood Library & Community Center (HLCC) Art Policy provides a framework for the growth and development of displays and collections in support of the Library's mission. It is the Library's goal to present our diverse community with artwork and displays that reflect a wide range of views, expressions, opinions, and interests. The Library's display of these items does not constitute endorsement of their content but rather makes available its expression. HLCC adheres to the principles of intellectual freedom, adopted by the American Library Association, as expressed in the Library Bill of Rights and the Freedom to Read and Freedom to View Statements.

Guidelines

Simple décor and temporary exhibits should complement the mission of the HLCC. The Library reserves the right to use its display areas at any time for its own display needs. Decisions about creating a welcoming Library space are at the discretion of the Executive Director.

Artwork, more permanent exhibits, and murals are selected based on the Library's needs and appropriateness to the display space by the Executive Director in collaboration with the Building and Grounds committee of the Board of Trustees.

Art and exhibit display duration varies depending on the space involved and local demand, at the discretion of the Executive Director.

Before a new work is created for the Library, the Library needs an artist's statement or documentation on the artist's intentions. Proposals are accepted throughout the year and evaluated on a rolling basis. Decisions made by the Executive Director are final.

Gifts of art to the HLCC, and dispossession of art, are governed by the Financial Management Policy. The Library reserves the right to dispossess any items if it is in the best interest of the Library.

Tax levy funds will not be used for purchase of displays or artwork.

Criteria for Selection

Artists are reminded that many members of the public, including children and families, use the HLCC; the Executive Director reserves the right to determine what work is appropriate for each space.

General criteria for selecting library displays are listed below. An item need not meet all of the criteria in order to be acceptable.

- Artistic merit
- Contemporary significance, popular interest, or permanent value
- Prominence, authority, and/or competence of artist
- Attention of critics and reviewers



- Potential for public interest
- Timeliness of material
- Relation to existing collections and exhibitions
- Statement of challenging, original, or alternative point of view
- Authenticity of historical, regional, or social setting

Request for Removal of Artwork

The HLCC welcomes citizens' expressions of opinion concerning artwork displayed at the Library. A request to remove materials will be considered within the context of this Policy. Anyone who wishes to request that a specific item be reconsidered for inclusion is asked to discuss this with the Executive Director and complete and sign the Request for Reconsideration of Library Materials Form, available at the Circulation Desk. The form will be forwarded to the Executive Director, who will consider the request in a timely fashion. The questioned material will be reviewed in its entirety, and once a decision has been made regarding the retention or removal of the material, a letter will be sent to the person explaining the decision. If the person indicates dissatisfaction with the resolution, they may appeal to the Library Board. The Board will reconsider the decision based on whether or not the particular item conforms to the Policy outlined above.

Board approved May 18, 2026