

Cedar Falls Public Library

Art Collection Policy

Works of art may be either purchased by or donated to the Library. Final responsibility for acceptance of a work of art resides with the Board of Library Trustees. The Library particularly collects art created by local artists, but may collect works outside that scope. The intent of this collection is to enhance the library's aesthetic environment.

Items given to the library will be presented to the Board of Trustees for final acceptance upon recommendation of the art committee. Items given to the library for Board consideration which have not yet been accepted are not covered by the City's insurance policy, and must be covered by the donor's personal insurance. If the Board decides not to accept an item, the owner will be notified as soon as possible and may reclaim the item within two weeks. After two weeks, the library has the right to dispose of the work in the best interest of the library.

Items that are accepted by the Board are considered unconditional and outright gifts. These are to be displayed, accessed, housed, loaned, retained, reproduced, sold, donated to a public organization, or disposed in the best interest of the Library. Donors will be asked to read and sign a copy of the library's "Deed of Gift." Gifts to the Library may be deductible from taxable income in accordance with the provisions of the federal income tax rules, and in compliance with this law the appraisal is the responsibility of the donor.

Art created by library employees and their families will not be accepted for display or for the permanent collection. However, the Board reserves the right to commission or request works of art by any artist.

Works of art on display in the library are not for sale.

The Board of Library Trustees will be responsible for any decisions regarding the removal of a work of art upon recommendation from the Art Committee. Any art withdrawn from the collection may be donated to an appropriate public organization or sold at public auction, or otherwise disposed of in the best interest of the Library. The proceeds from the sale of a work of art will go the Cedar Falls Public Library's Investment Funds account and will be reserved to be used for future collection-related purposes such as to repair and / or conserve works in the collection, or acquire additional works for the collection, at the discretion of the Board of Library Trustees.

ACCEPTANCE OF DEED OF GIFT

The above and foregoing Deed of Gift is hereby accepted by and on behalf of the Board of Trustees of the Cedar Falls Public Library.

Dated this _____ day of _____, 20____.

BOARD OF TRUSTEES OF THE
CEDAR FALLS PUBLIC LIBRARY

By _____
_____(name)
_____(title)

ACCEPTANCE OF DEED OF GIFT

The above and foregoing Deed of Gift is hereby accepted by and on behalf of the Board of Trustees of the Cedar Falls Public Library.

Dated this _____ day of _____, 20____.

BOARD OF TRUSTEES OF THE
CEDAR FALLS PUBLIC LIBRARY

By _____
_____(name)
_____(title)