



# ART ACQUISITIONS POLICY

## I. SKOKIE PUBLIC LIBRARY VISION

Skokie Public Library is the heart of a vibrant village where people of all ages, backgrounds, and cultures engage in lifelong learning and discovery while actively participating in the life of the community.

## II. SKOKIE PUBLIC LIBRARY MISSION

As a springboard for personal growth and community development, Skokie Public Library promotes discovery, enrichment, collaboration, and the exchange of ideas through a broad spectrum of resources and experiences.

## III. GOALS FOR THE ART ACQUISITIONS POLICY

The Skokie Public Library Art Acquisitions Policy provides a framework for art acquisition and deaccession in support of the library's mission. It is the library's goal to present a diverse Skokie community with artwork that reflects a wide range of views, expressions, and interests.

## IV. ART PROGRAM MISSION

Skokie Public Library is dedicated to enriching the experiences of patrons of all ages by:

- Encouraging art exploration, learning, and appreciation
- Promoting engagement with the library
- Provoking thought and discussion
- Engaging all patrons regardless of artistic knowledge or background
- Sparking curiosity and cultivating an open-minded and creative environment
- Building a sense of connectedness and community

## V. CRITERIA FOR SELECTION

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

- High artistic merit
- Contemporary or historical significance, popular interest, or permanent value
- Prominence, authority, and/or competence of the artist
- Attention of critics and reviewers
- Potential for public interest
- Potential to augment existing art collection and fill gaps to create a more comprehensive collection
- Statement of original or alternative perspectives
- Authenticity of historical, regional, or social setting
- Potential for a suitable location within the library

## VI. ACQUISITION OF ARTWORK

A small committee comprised of library staff and one Board member will meet as needed to discuss potential art acquisitions using the aforementioned criteria selection. One library Board Trustee will join the committee in an advisory role. Authority to purchase artwork will follow the purchasing provisions outlined in the library's Finance Policy. The Director may expend, or commit to expend, a sum not to exceed \$25,000 without prior Board approval, provided such action will not cause the total expenditure to exceed the amount authorized for the annual budget. Purchase of artwork exceeding \$25,000 will require the approval of the Board.

## VII. ART FUNDS

The library's Finance Policy includes information about a committed fund, called the Fine Arts Acquisitions Funds, specifically created for the acquisition of artwork for the permanent art collection.

## VIII. APPRAISAL OF ARTWORK

The library's permanent art collection will be appraised at least once every ten years. The library will strive to safely handle and store any artwork in the permanent collection that is not currently being displayed in order to safeguard the library's investment.

## IX. GIFTS OF ARTWORK

The library welcomes monetary donations and donations of artwork that meet the criteria for selection. Guidelines on how donations will be handled can be found in the donations section in the library's Finance Policy.

## X. DEACCESSIONING ARTWORK

The library retains deaccessioning rights for any items if it is seen to be in the best interest of the library. Deaccessioning of artwork owned by the library will be handled using the guidelines for disposal of property in the library's Finance Policy. Whenever feasible, artwork being considered for deaccessioning will be appraised prior to removal from the collection. The Director will inform the library Board before deaccessioning any artwork valued above \$25,000.

## XI. REQUEST FOR RECONSIDERATION OF ARTWORK

The library's art collection may include artwork that some patrons may find objectionable and also may not include artwork that others find important. The selection or display of a piece of art does not express or imply endorsement of the viewpoints expressed. Skokie Public Library 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.

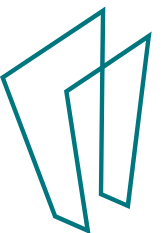
The library encourages interest in its collection and patrons have the opportunity to discuss selection decisions with staff through multiple channels, including online and paper comment forms and conversations with staff. Skokie residents who request the reconsideration of library artwork may be asked to put their request in writing by completing and signing the form appended to this policy, entitled "Request for Reconsideration of Library Artwork." Upon receipt of this formal written request, the Director will appoint an ad hoc committee from the professional staff to review the request and make a recommendation.

The committee will make a written recommendation to the Director, who will then make a decision regarding the reconsideration request. The Director will inform the Board of Library Trustees of all formal requests for reconsideration of library artwork. The Director will communicate this decision, and the reasons for it, in writing, to the person who initiated the request for reconsideration and to the Board of Library Trustees at the earliest possible date.

In the event that the person who initiated the request is not satisfied with the decision of the Director, they may appeal for a hearing before the Board of Trustees by making a written request to the President of the Board. If a hearing is granted, the individual will be notified when they may address the Board. The Board of Trustees reserves the right to limit the length of presentation and number of speakers at the hearing. The Board will determine whether the request for reconsideration has been handled in accordance with the stated policies and procedures of the Skokie Public Library. On the basis of this determination, the Board may vote to uphold or override the decision of the Director.

Any decision on an artwork, whether after the initial reconsideration process or appeal, will stand for a two-year period from the date of the library's initial receipt of the reconsideration request form. Reconsideration requests from residents living outside the 60076, 60077, and 60203 ZIP codes are not eligible for the formal reconsideration process.

*Adopted by Skokie Public Library Board of Trustees, 9/13/23.*



**SKOKIE PUBLIC LIBRARY**  
**REQUEST FOR RECONSIDERATION OF LIBRARY ARTWORK**

ARTWORK TITLE: \_\_\_\_\_

ARTIST: \_\_\_\_\_

REQUEST INITIATED BY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

IS THIS REQUEST MADE ON BEHALF OF:

\_\_\_\_ YOURSELF

\_\_\_\_ ORGANIZATION

NAME OF ORGANIZATION: \_\_\_\_\_

ARE YOU CURRENTLY A RESIDENT IN THE 60076, 60077, or 60203 ZIP CODE? \_\_\_\_\_

WHAT BROUGHT THIS ARTWORK TO YOUR ATTENTION? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

WHAT CONCERNS YOU ABOUT THE ARTWORK? (PLEASE BE SPECIFIC)

\_\_\_\_\_  
\_\_\_\_\_

HAVE YOU READ THE SKOKIE PUBLIC LIBRARY ART ACQUISITIONS POLICY? \_\_\_\_\_

WHAT ACTION ARE YOU REQUESTING THE LIBRARY CONSIDER?

\_\_\_\_\_  
\_\_\_\_\_

DATE: \_\_\_\_\_ SIGNATURE OF PATRON: \_\_\_\_\_

DATE: \_\_\_\_\_ RECEIVED BY STAFF MEMBER: \_\_\_\_\_