

**CITY OF YORBA LINDA
CULTURAL ARTS CENTER
ART GALLERY POLICY**

BACKGROUND

The Yorba Linda Parks and Recreation Department's Cultural Arts Center features a lobby with a linear gallery space, which connects to the Arts Studio, Virginia De Land Theater, and Dance Studio. The Yorba Linda Parks and Recreation Department administers the Cultural Arts Center and its art gallery.

PURPOSE OF POLICY

The purpose of this policy is to establish an art display program and to ensure the use of the gallery space of the Cultural Arts Center is granted in a fair and equitable manner while exhibiting works of art that are broad and diverse in their appeal, inspirational to viewers, and foster creativity and appreciation for artistic expression for the enjoyment of the citizens of the City of Yorba Linda.

DEFINITION OF TERMS

- "Gallery" refers to the linear art gallery at the Yorba Linda Cultural Arts Center.
- "Center" refers to the Yorba Linda Cultural Arts Center.
- "Theater" refers to the Virginia De Land Theater.
- "City Staff" refers to employees of the Yorba Linda Cultural Arts Center, or its staff, under the direction of the City of Yorba Linda Parks and Recreation Department.
- "Artist" refers to a professional or emerging practitioner in the visual arts, crafts, or design.
- "Artwork" refers to works of art made by artists.

POLICY

The Gallery Program will present works of art at the Gallery at the "Center" through curated exhibits. In a calendar year, 6 to 8 exhibits are to be scheduled, with each exhibit displayed approximately 4 to 8 weeks. The emphasis of artwork displayed shall be on City and local art programs and shall be created by local and regional artists, benefit the community, and enhance community accessibility to the arts.

1. Curatorial Process

The Gallery Program may employ a variety of methods and processes towards the selection and exhibition of artwork within the Gallery. Under the Gallery Program, artwork presented to the public is curated, in that it undergoes a selection process overseen by City Staff and/or their designee(s) to ensure it is suitable for display.

2. Exhibition Group Classifications

City staff will coordinate exhibits using art exhibitors from each of the following classified groups. Of the 6 to 8 exhibits scheduled throughout the year, each classification is designated a suggested number of exhibitions. Under the authority of the Parks and Recreation Director, staff has the ability to reduce or exceed the number of group exhibits per classification.

1. *Group A: City or City co-sponsored programs. 3 to 4 exhibits per year.*

The first priority group shall include exhibitions of artwork from City-sponsored programs, including, but not limited to:

- Youth and adult contract classes;
- Emeritus program co-sponsored senior art classes;
- Library programs (ex. Exposed Teen Art Contest);
- Submissions from City-sponsored contests (ex. Department photo contest); and
- Traveling exhibitions selected by the City.

2. *Group B: Yorba Linda-based school and community programs. 2 to 3 exhibits per year.*

The second priority group shall include exhibitions of artwork from school and community programs, including, but not limited to:

- Placentia-Yorba Linda Unified School District Reflections program;
- Yorba Linda Woman's Club Student Art Contest; and
- Other community-based art programs.

3. *Group C: Artwork solicited by the City through an open proposal process. 1 exhibit per year.*

The third priority group shall include exhibitions of artwork solicited by the City through an open proposal process or through an invitation to artists whose work meets a pre-selected art exhibition theme.

3. Selection Criteria

A selection Committee comprised of City staff, a Parks and Recreation Commissioner, and representatives from local art groups will be formed to assist in the selection process. Criteria to be considered during the selection of artwork for City exhibitions include, but may not be limited to, the following:

- Artistic quality and integrity;
- Adherence to the standards of authenticity, craftsmanship, design, and presentation;
- Community and venue appropriateness;
- Vision or intent of the exhibit or facility;
- Scale of art piece;
- Regional or national reputation of the artist;
- Encouragement of community engagement and participation in the arts; and
- Contribution to the contemporary or cultural landscape of Yorba Linda and Orange County.

4. Exclusion of Artwork

The City reserves the right to not display artwork or other items containing explicit sexual imagery, nudity, graphic depictions of violence, or any other item that may create a hostile environment.

The City retains the authority to make the final determination on which works are displayed and reserves the right to exclude or remove at any time any work deemed unsuitable or inconsistent with Gallery Program objectives. Cause for exclusion or removal may include, but is not limited to, the following:

- Community and venue audience appropriateness;
- Poor craftsmanship;
- Significant departure from proposal or design;
- Significant departure from curatorial theme;
- Safety and operational concerns; and
- Conflict with the City's mission or values.

5. Art Format and Installation

Due to the nature and space constraints of the Gallery, primarily two-dimensional artwork that can be wall-mounted (i.e. paintings, photographs, collage, fiber art, etc.), will be accepted. Sculptures, statues, and other free-standing art may be accepted depending on space.

The Gallery utilizes a picture rail system with cables outfitted with "[secure gripper hooks](#)". Artwork must be suitably framed and equipped with a hanging apparatus (screw eyes and wire) that will allow the work to hang on the specified hooks. Work that is fragile in nature, or requires nails or mounting tape for installation, will not be accepted.

Artwork will be installed by City staff and shall remain on display for the duration of the exhibit.

6. Publicity

The City reserves the right to photograph and reproduce photographs of loaned art for publicity purposes and for use in any printed or digital material produced related to the exhibition.

7. Release of Liability

The Yorba Linda Cultural Arts Center is a public facility and the Gallery will be open to all facility patrons at all times during business hours, including evening and weekends. Although there is a video surveillance system, City staff is not able to monitor the Gallery at all times. All artists must submit a release of liability that unconditionally releases the City from any damage or loss of artwork displayed. Artists may wish to obtain insurance their artwork for the market value of their piece prior to exhibiting it at the Gallery.

8. Sales

The sale of artwork may be permitted but will not be promoted. If authorized by the artist(s), the City will refer individuals who inquire about purchasing exhibited pieces to the artist(s). The City will not provide pricing information or facilitate sales of pieces.

9. Facility Reservations of Gallery Space

The Gallery is not available for facility reservation. The Gallery space may be used as an auxiliary space for theatrical rentals (ex. intermission space), but artwork may not be hung on the walls for display as part of the rental. Displayed artwork may not be removed during facility rentals.