

## **MIDDLETOWN COMMISSION ON THE ARTS**

### **Public Art Committee Policy**

## **MIDDLETOWN CITY ART COLLECTION**

### **Mission of the Public Art Committee**

To continue to build Middletown's City Art Collection to represent the best examples of the artistic life of the community and to express the culture of the City while respecting the cohesiveness of the Collection as a whole. The Committee shall also act as curator for the City Art Collection through maintenance and promotion.

### **Procedures for the Public Art Committee**

For all proposed purchases or gifts a written letter of intent shall be sent to the artist or donor. The letter shall include a description of the work and agreed upon price and/or valuation as well as a request for any particular issues that might be involved in the special care and handling of the particular piece. This letter shall be signed by the chairperson of the Middletown Commission on the Arts, Arts staff and the artist or donor. Two copies shall be sent and one returned to be kept on file.

All records of the City Art Collection and the Public Art Committee shall be kept in the Arts Office.

### **Inclusion in the City Art Collection**

All proposed art must be reviewed and accepted by the Public Art Committee and ratified by the full commission.

If a Public Art Project is to be constructed full submission of plans, plans for site development, installation and maintenance must be made to the Public Art Committee and inspected by a structural engineer. The artwork may not deviate from the approved plans unless the Public Art Committee approves the change in writing.

The Public Art Committee must determine that an appropriate installation space exists in coordination with the Director of Public Works for the municipal building or any other City building, land, highway, roadway, sidewalk or other City location under the City's control, legal responsibility or ownership. Other potential City venues, outside of the Municipal Building, such as a City Park must include also include the approval of the particular City department that oversees the proposed site.

The size, weight, height, medium and subject must be appropriate for both the collection and the location available. The following factors, though not exclusive, will be considered by the Public Art Committee and the full Arts Commission:

- a.) Visibility
- b.) Traffic patterns (both interior and exterior)
- c.) Public Safety
- d.) Relationship to existing planned architectural and natural features.
- e.) Users of the area or park
- f.) Future development plans for the area
- g.) Landscape design
- h.) Existing artwork within the vicinity of the proposed site
- i.) Environmental concerns
- j.) Public accessibility to the work
- k.) Social context (intended use of the work, if any)
- l.) Significance to the proposed site
- m.) Community input from the general citizenry or business community that may be impacted by placement before and during the Art Commission's meetings (either verbal testimony or written submissions will be accepted).
- n.) Fiscal constraints, if any, faced by the City at the time of Art donation or acceptance that may limit implementation of the Art to the proposed location at the proposed time.

### **Eligible Artists must be connected with Middletown**

Live or work in Middletown

Attend an educational institution within the City

Belong to a Middletown arts/cultural organization

### **De-accessioning – Relocation or Removal** -

De-accessioning means the formal process used by the Public Art Committee to remove a work of art from the City Art Collection.

In order to upgrade and refine the Collection the Public Art Committee may find it necessary, from time to time, to de-access selected pieces of artwork. The full commission will be asked to ratify the selection of any piece considered for removal

These pieces may be sold or otherwise disposed of in coordination with the City Supervisor of Purchases and any proceeds derived from such a sale will be returned to the Middletown Commission on the Arts Public Art Committee to fund further purchases of works of art or required maintenance. A separate fund for this purpose will be set up at that time as required by City Ordinance.