**Artwork at FUUSM**

Position Statement

We want to encourage, honor, appreciate, and inspire the creative expression of members and friends by displaying their works in our Sanctuary, Social Hall, and Courtyard, and on the façade/fence of the FUUSM building.

However, FUUSM is not a museum or art gallery. Because we have limited space, we need to be selective in what artwork is approved for display. We do not have the resources, storage facilities or expertise to care for artworks, so we must limit how long most of them remain in our care. Therefore, the person who submits artwork also has the responsibility to remove it after the agreed upon time period. This time period can be for the duration of an event or for a longer period but not for more than one year.

Hopefully, this policy will enable us both to care responsibly for the artworks we do display and to inspire ever-changing creative thinking and expression about our present and future.

Policy and Procedure for Handling Artwork at FUUSM

Criteria for Approval of Display

1. Consistency with FUUSM principles and values

Content supports or enhances the meaning of the principles/values.

1. Safety

Materials are not toxic, sharp, or overly heavy.

1. Stability

Artwork can be easily displayed in a secure manner.

1. Size

Artwork fits in display area and through entrances/exits without need

for alteration of existing structures and will not interfere with

ongoing functions of FUUSM.

1. Durability

Artwork is well-constructed, able to withstand the conditions of the

display site.

1. Compatibility

The display mechanism is consistent with the site and not jarring.

Procedure for Attaining Approval

1. All items need to be pre-approved by submitting an application form to the Artwork Team via the FUUSM office.
2. The Artwork Team will determine whether to approve display of the item as requested.
3. The Artwork Team will consist of five persons: the minister, and a representative from the Design and Decoration Team, the Buildings & Grounds Committee, the Worship & Music Committee, and the Board of Trustees. The Artwork Team will meet on an as-needed basis.
4. If a request meets the criteria for approval and is requested for a permanent or long-term display, the request will then be referred to the Board of Trustees for final approval.

**FORM TO REQUEST APPROVAL FOR DISPLAY OF ARTWORK**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of the item and a photograph

1. Size
2. Weight
3. Materials used
4. Display requirements/plans
5. Transport requirements/plans

Request of Location (indicate preference)

\_\_\_ Sanctuary

\_\_\_ Social Hall

\_\_\_ Courtyard

\_\_\_ Façade/Fence of building

Duration of Display

During event (name and date) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Length of time (beginning & ending date)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Record of Assessment by Artwork Team**

Description/Name of Item \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Person Requesting \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_ Photo

Approved Location \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approved Duration/Dates of Display \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Criteria for Approval ( X if met)

\_\_\_\_\_FUUSM Principles \_\_\_\_\_ Safety \_\_\_\_\_Stability

\_\_\_\_\_Size \_\_\_\_\_Durability \_\_\_\_\_Compatibility

Decision

\_\_\_\_\_ Approved by Artwork Team \_\_\_\_\_ Not approved by Artwork Team

\_\_\_\_\_ Referred to Board of Trustees if permanent/long-term display

Signature of Artwork Team member/Date

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

Explanation if not approved: