

ART EXHIBIT POLICIES

MICHIGAN WOMEN'S HISTORICAL CENTER & HALL OF FAME

213 W. Malcolm X St. Lansing, MI 48933 Ph: 517-484-1880 www.michiganwomenshalloffame.org



SELECTION PROCESS

The Art Exhibit Committee, a standing committee of the Michigan Women's Historical Center's Friends group, selects four individual artists or artist groups to exhibit in the Belen Gallery each calendar year, and works with those artists to plan and execute opening receptions. To be considered for selection, artists must complete an Art Exhibit Application to which she attaches a resume and/or biographical sketch, at least six images reflecting the proposed exhibit (CDs with jpg images or website portfolios are acceptable), a list of works to be included in the proposed exhibit and dimensions, and a detailed description of the proposed exhibit. The Art Exhibit Committee meets annually to review all applications and—applying the guidelines governing artist eligibility, variety of media, and artist location—makes selections for the year's exhibits (ex: the committee meets in early November 2010 to select the exhibits for 2011).

ARTIST ELIGIBILITY

Given its mission to honor distinguished Michigan women past and present, the Michigan Women's Historical Center will accept for display in its building **only the works of Michigan women artists past and present**. As that mission encompasses the entire state, so do the artists represent the entire state.

VARIETY OF MEDIA

The media displayed in the gallery reflects the full spectrum of artistic expression, including but not limited to paintings, photography, sculpture, fiber arts, and ceramic arts. (If the media require display fixtures, **those must be provided by the artist**. Given the multi-purpose usage of the gallery, no artwork may be displayed in the center of the room.) For optimum visual appeal, the Committee tries not to repeat a given media in the same calendar year.

ADDITIONAL SELECTION CONSIDERATIONS

When considering artists who create works of a controversial nature, the Committee takes into account the community the museum exists within as well as the likelihood that the artwork will be viewed by elementary school students who meet in the Belen Gallery for tour orientations and workshops.

COMMUNICATION WITH THE ARTISTS

After artists are selected, the staff of the Historical Center then works with each artist to execute an exhibit agreement, outlining each party's responsibilities in developing exhibits. The staff also gathers personal information to use for marketing purposes. (Marketing consists of a press release sent to local media and coverage in the Historical Center's newsletter and quarterly event fliers and on its website.)

The artist is expected to produce postcards promoting the exhibit which are then made available within the exhibit for visitors to take home.

EXHIBIT OPENINGS

Art Exhibit Committee plans and hosts opening receptions for each exhibit. When possible, such openings are held during visitor hours (2:00-4:00 p.m.) on the first Sunday of the month, to

coincide with Lansing's First Sunday Gallery Walk. Paper products, food, and beverages are provided at no cost to the artist by the Historical Center.

INSURANCE

The Michigan Women's Historical Center provides insurance for art exhibits up to \$50,000. If more insurance is required, the artist is expected to make up the difference.

COMMISSION

The Historical Center agrees to sell the exhibit's artwork for a commission of 30%. The artist will receive payment for any work sold in a lump sum at the close of the exhibit. Any sold artwork remains on display until the end of the scheduled display as given in the Artist Agreement.

QUESTIONS

Please contact the Assistant Director, Emily Fijol, at 517-484-1880 x202 or efijol@michiganwomen.org with any questions.