

Guidelines for Sherborn Library Exhibitors

Each month, the Friends of the Sherborn Library support culture in the community with an exhibit of local art. Area photography, paintings and other visual media are displayed on the Library's main level. For further information about exhibits at the Library, contact Crista Mahoney at crista.mahoney@gmail.com.

EXHIBIT SPACE

The exhibit space at the Sherborn Library is comprised of the Brick Alcove and Fireplace area, both located on the main floor of the building. There is an additional space large enough for a single piece located to the left of the entrance.

THE BRICK ALCOVE



This space consists of two brick walls. The dimensions of each wall measure approximately 12' wide x 4 1/2' height.

THE FIREPLACE AREA



The hanging space on the brick fireplace is approximately 11' wide x 4' high.

ADDITIONAL SPACE



This space is located to the left of the entrance and is able to hold one piece.

OPTIONAL SPACE

GLASS DISPLAY CASE



The Glass Display Case is a creative space for artists who have three-dimensional work they would like to include in their exhibit, or additional information about their artistic process they would like to share during the exhibit. If items are for sale, prices may be listed in the case or a price list may be left with the front desk.

The Sherborn Library's display case is located directly opposite the circulation desk. Its dimensions are: 11' 2" wide x 19" deep x approximately 1' height (sloping).

Please be aware: Although the glass is quite heavy and the case is in full view of the circulation desk, there are no locks on the display case. Please do not exhibit valuables if you are not comfortable with this arrangement.

To take advantage of this option, please be sure to send additional information about the display (artist information, a description of the exhibit, and any photographs) to crista.mahoney@gmail.com.

HANGING INSTRUCTIONS

The Sherborn Library has recently updated our exhibit space to include a display system with an adjustable track. Each exhibit space has a sliding track at the top of the wall with adjustable wires that slide along the track. The system comes complete with hooks that can be adjusted to any height on the wires. You will not need to bring any additional hanging supplies. Please ask the librarian if you need additional hooks.



Vertical



hanging wire

with a close up of the adjustable picture hook.

Tags should be placed at each piece stating the title and medium. Prices may be included on the tag. Exhibitors may also provide a sign or poster announcing the show.

PUBLICITY

The Friends of the Sherborn Library will place a notice in the local paper regarding the upcoming exhibits. They will also post information about the installation on the library website and Facebook page, as well as in an e-mail to library patrons.

Please be sure to send information about the exhibit — your background/biography, title and description of the exhibit, and two photographs of your artwork – to crista.mahoney@gmail.com two weeks prior to the start of your exhibit.

AUCTION

All exhibitors are asked to donate a piece to benefit the Friends of the Sherborn Library. All items will be held until our Annual Arts & Crafts Fair in the spring, and will be showcased in a silent auction. Proceeds will be used to fund special events and programming at the Library. Please leave the auction piece as well as information including the title, description and suggested starting bid at the circulation desk (Attn: Crista Mahoney) during the month of your exhibit. We thank you in advance for your support of the Friends of the Sherborn Library and our programming!

INSTALLATION TIMING

We ask that you coordinate with the Library's hours to determine an appropriate time to hang and take down your exhibit (see Hours below).

Please plan on hanging your show on the first day of the month and taking down your show on the last day of the month, depending on the Library's Hours.

LIBRARY HOURS

September - June: Monday, Friday and Saturday: 10am - 5pm
Tuesday, Wednesday and Thursday: 10am - 9pm

July and August: Monday, Tuesday, Thursday and Friday: 10am - 5pm
Wednesday: 10am-9pm
Saturday: 9am-12pm

Location: 4 Sanger Street, Sherborn, MA 01770

Phone: (508) 653-0770

**** Please Note:** If you need to reschedule or cancel your exhibit, please try and provide as much advanced notice as possible. A significant lead-time is needed to arrange these exhibits, and a last minute cancellation will leave us with empty walls. Thanks!

For more information, please contact Crista Mahoney, Friends of the Sherborn Library Exhibits Chair, at (774) 239-4829 or by e-mail at crista.mahoney@gmail.com.

Thank you for sharing your talents with the Sherborn Library and its patrons. We look forward to your show!