



## **New Brunswick Art Bank Loan Program**

### **New Brunswick Art Bank**

Established in 1968, the NB Art Bank is a permanent collection and record of excellence of the contemporary visual arts of the province. The collection, the property of the Province of New Brunswick, is valued for its artistic quality with works of art by New Brunswick artists who have distinguished themselves provincially, regionally, nationally and/or internationally. Emerging and mid-career artists from New Brunswick are also represented. The collection reflects creative diversity and consists of paintings, sculpture, photographs, assemblages, installations and fibre art.

### **New Brunswick Art Bank Loan Program**

The Department of Wellness, Culture and Sport through the Arts Development Branch administers the Loan Program which is available to New Brunswick government departments, agencies and commissions.

### **Goals**

The goals of the Loan Program are:

- To increase awareness and visibility of New Brunswick visual artists by making their work in the Art Bank accessible to government departments, agencies and commissions, and
- To increase accessibility of the works of art in the New Brunswick Art Bank.

### **Program Standards**

- Each government department, agency or commission may borrow artwork for a period of time. Because of the cost to manage the circulation of artwork, no loan period is established at this time. However, departments, agencies and commissions are encouraged to accommodate requests for exchanges of artwork, as much as possible.

N. B. It is important to note that within the period of the loan, it is understood that certain works of art may be removed for exhibitions and special requests.

- Areas where works of art from the Art Bank can be displayed are:
  - Office of the Minister, CEO or equivalent
  - Office of the Deputy Minister, or Head of agencies or commissions or equivalent
  - Office of the Assistant Deputy Minister or equivalent
  - Main reception area
  - Main boardrooms
- Artwork will be installed and handled **only** by New Brunswick Art Bank staff.

### **Guidelines**

- All government departments, agencies and commissions participating in the loan program will sign a loan agreement with the Department of Wellness, Culture and Sport.

- The loan agreement will be signed by the borrower and/or a designated manager.
- The works of art are not to be reproduced in any format.
- The borrowing department, agency or commission is responsible for the artworks on loan; the borrowing department may not transfer or reassign artworks.
- Any loss, damage or deterioration must be reported immediately to the Art Bank Coordinator.

N.B. The Department of Wellness, Culture and Sport reserves the right to cancel any loan agreement if the conditions of the loan are not met.

#### Lost or missing artwork

- The borrowing department, agency or commission is responsible for all artworks loaned to it.
- If artworks go missing, the department incurring the loss is responsible to contact the New Brunswick Art Bank as soon as possible. It is the responsibility of the department to conduct a search of the building and to contact staff, etc. as soon as possible to locate the missing artwork.
- In managing the collection through annual and biennial condition reports, the Art Bank may discover an artwork is missing. The department will be requested to search the building and to contact staff as soon as possible.
- The NB Art Bank will undertake the following procedures to replace the missing artwork:
  - The artist or artist's dealer will be contacted about a replacement artwork. The replacement artwork may be a work by the same artist from the same period, in the same medium, and with the same theme as the missing artwork.
  - If an artwork from the same period, etc. is unavailable, a more recent artwork by the same artist may be considered.
  - If a replacement artwork is unavailable, the replacement costs will be added to the Art Bank's Acquisitions budget.
  - The costs to replace the artwork, based on current market prices, (including transportation, framing, etc.) will be charged to the department incurring the loss.

#### **Responsibilities of the NB Art Bank**

- Managing the collection and administering the program.
- Managing loan requests on a first-come first-serve basis.
- Determining which works of art are available for loan, based on an assessment of availability and condition of the works.
- Ensuring that works of art are displayed in areas that meet security and environmental conditions.
- Providing replacement works (if possible) for works of art on loan that are required for exhibitions and special requests.

#### **Procedures undertaken by the NB Art Bank**

- Determining if display areas are appropriate for loans, based on security and environmental conditions.
- Providing advice and direction on the selection of works of art and the maximum number of works available for loan.

- Handling and installing works of art.
- Preparing loan agreements and managing the fee for service.

**Fee for service**

A fee for service will be charged to the departments, agencies or commissions participating in the Loan Program.

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