

Bulletin Board & Notices

The library bulletin board is to be used for the posting of notices of:

- library business or activities, and
- public service items of educational, recreational and cultural interest to the community.

Members of the public are not permitted to post notices or place material for distribution. Any notice or brochure to be considered for display in the library must be submitted to Library management for approval.

Notices posted and handouts distributed without authorization will be removed.

The bulletin board is not to be used for advertising or for commercial notices. Handouts and notices for for-profit groups, companies or organizations and handouts for an individual are generally not accepted. Possible exceptions might include community newspapers produced for for-profit organizations but distributed free of charge.

All notices and handouts intended for display in the Library must contain the following:

- Name of the sponsoring agency, and
- Address and telephone number of sponsoring agency or authorized representative.

Notice size (physical dimensions) and number of copies placed out for distribution can be restricted, if deemed necessary, to maximize available space.

Notices and handouts may be removed after two weeks, when they are no longer timely or when space is required for more current items. Only one item will be posted on the library bulletin board per community event or function. Public posters, flyers and brochures will be displayed as space permits on a first come, first served basis on spaces set aside for this purpose.

The library does not necessarily advocate or endorse the viewpoints of organizations permitted to post notices on the bulletin board. The library accepts no responsibility for loss or damage to any item accepted for posting.

Failure to comply with these rules may result in denial of future posting privileges.

This policy is determined by the Library Board of Trustees and is subject to periodic review and/or revision at the discretion of the Board. Appeals may be submitted to the Board in writing.