PS 1.6 Display and Distribution of Non-library Materials

PS 1.61 Bulletin Boards and Literature Racks

PS 1.61a Purpose

Some bulletin Boards and display racks in the library are set to allow community groups and individuals space to publicize information of general interest to area residents. Programs and events publicized through the library's community-information areas should be compatible with the library's purpose of providing educational, cultural, recreational, and information services to the community. The presence of a poster, brochure, flyer, or any other notice in the library does not necessarily indicate that the library either advocates or endorses the viewpoints expressed.

PS 1.61b Approval

Materials to be posted must be approved by the marketing manager. Materials posted without approval will be removed. Permission shall be given based upon the limitations of display space, the timeliness of the material, and the relevance of the material to the civic, educational, informational, cultural, recreational, or vocational life of the community. Local organizations and events may be given preference. Partisan political materials will only be displayed and distributed in accordance with the Voter Information Policy below. All postings will be dated, and discarded on a "first-posted, first-removed" basis. A business, vendor, service provider, or individual may post only one notice at a time.

PS 1.62 Voter Information

To aid voters in becoming better informed about ballot issues and candidates, the library may display and distribute literature representing all points of view. In the six weeks prior to an election, the library may display and distribute voter information and campaign literature for issues and candidates appearing on local ballots. The library may issue a general press release at least six weeks before each election, requesting that election information be sent to the library for display and distribution. The library assumes no responsibility for contacting individuals or committees if appropriate campaign literature is not received by the library after the announcement in the news media or library's website. The marketing manager of the library will determine how and where such literature is displayed or distributed. The library will accept campaign literature for display or distribution only after the library press release appears in the news media or library's website. Flyers and brochures may not exceed 8.5"x11" in size and in quantity may not exceed 50 per delivery. Campaign material that is not literature (including, but not limited to, bumper stickers, yard signs, and campaign buttons) will not be considered for display or distribution. Library staff will remove and discard all campaign materials from display or distribution on the day after the election.