

Policy for Distribution of Handouts and Petitions, Exhibits and Displays, and Posting to Library
Bulletin Boards

The library will permit distribution of, or will post announcements for the cultural activities of the community and public announcements of general interest to the community as well as brochures, pamphlets and other similar materials in a manner consistent with the following provisions:

1. Library programs and exhibits will have first priority for available display space.
2. All posters, exhibits, displays and hand-outs in the library must have the prior approval of the designated staff member.
3. All permanent additions to the library (plaques, landscaping, etc.) must have prior approval of the Library Board.
4. All posters, exhibits, displays and hand-outs that outside groups or individuals wish to put in the library must fall within the following guidelines: the subject matter must be of community interest; the event, display or hand-out must be of a civic, cultural, educational, or recreational nature; the group sponsoring the event, display or hand-out must be non-profit.
5. Due to limitations of space and the primary intended use of that space for library purposes, the library reserves the right to limit the number of displays, posters, exhibits or hand-outs at any one time.
6. Unless specific arrangements are made beforehand, all posters, displays and hand-outs become the property of the library and will be disposed of at regular intervals based on currency or lack of space.
7. Individuals representing themselves or a group may not distribute advertising literature, circulate or post petitions, or solicit funds either in the library building or on library grounds except as permitted by the library director or governing board.
8. Under limited circumstances, the library or the Friends of the Library will act as an agent to sell materials or post notices of fundraisers. The determining factor in allowing sales or acting as the agent for sales will be whether the library or the County of Pulaski is a beneficiary of the sale.
9. Posting of notices and distribution of material does not imply endorsement by the library. Any person aggrieved by a determination regarding display and removal of materials in accordance with this policy may appeal the decision to the Library Board.

Adopted: February 22, 2011