

COMMUNITY BULLETIN BOARD

FAC-4

Approved: 06/06/2012
Reviewed: 06/09/2015

Policy Statement

In an effort to provide the public with informative and educational information, Jensen Memorial Library provides a bulletin board for the display of community information.

Definition

Located in the west entryway, the Community Bulletin Board is available to all non-profit community organizations and groups.

Guidelines

All items displayed on the board are subject to approval by the Director.

Regulations

1. Announcements regarding library-sponsored events or other library information receive priority for space on the board. Space permitting, the library will post announcements of community activities and services.
2. Posters, notices, and material for distribution should be submitted to the Library Director for approval.
3. Posters or displays for non-profit organizations may be approved upon the discretion of the Library Director.
4. No political or commercial solicitation is permissible.
5. Posters of a religious nature will not be posted unless they are educational or informative, such as the announcement of a meeting or program.
6. Approved items will be posted and will remain posted until expiration date of activity or at the discretion of the Director. These items will be initialed/stamped by the Director to assure approval.
7. Items posted without library authorization will be removed. Items will not be returned to the organization or group.
8. The Library assumes no responsibility for the preservation of or protection from possible damage or theft of any item posted or displayed.