

Bulletin Board and Literature Rack Policy

Approved by Library Board of Trustees 2/21/2018. Reviewed 6/16/2021.

The library offers a bulletin board and literature rack for the posting of community activities and events as well as government documents and notices. The space is open to local, state and federal government, as well as organizations engaged in education, cultural, intellectual, recreational or charitable activities. Commercial or personal goods, services and merchandise will not be advertised.

Individuals and organizations wishing to post materials in the library must first get permission from library staff. Library staff members will initial and date all postings. At least once a month, library staff will remove all outdated or unauthorized postings.

Due to space limitations flyers larger than 18"x 12" cannot be accommodated. The library prefers items 8.5" x11". If there is no more space, items may be removed before the event to make room for other literature, if the date indicates it has been posted the longest.