

## **Stewart B. Lang Memorial Library Bulletin Board Policy**

The Stewart B. Lang Memorial Library has a role as a community center for the display and promotion of non-profit cultural, educational, and civic events in its chartered service area. AS SPACE ALLOWS, the Library will post notices on the bulletin board and/or put out pamphlets that meet the following criteria:

**Non-profit:** The event advertised may have a charge, but no profits are gained. It is not for a commercial enterprise.

**Educational:** Functions for public and private schools, home school groups, and non-profit groups supporting education.

**Cultural:** Cultural, non-profit groups or events

**Civic:** Notices for events sponsored by local government or civic groups that are of cultural or educational interest.

The Library bulletin board is to be used for posting information about library business, programs and activities, and is not intended as a forum for the expression of views or opinions of individuals or groups. At the discretion of authorized library personnel, the bulletin board also may be used to display information from community or nonprofit groups that is educational or cultural in nature.

- I. All postings and pamphlets must be submitted to Library staff at the Circulation Desk and will be dated and posted as soon as possible and as space allows.
- II. Generally, no posting will remain on the bulletin board for more than two weeks.
- III. The Library reserves the right to refuse to post and the right to remove announcements, posters, displays, and pamphlets or exhibits which, in its judgment, do not meet the above criteria.
- IV. Acceptance of materials for display does not imply approval or disapproval by the Library of the ideas or opinions expressed.
- V. The Library assumes no liability for the quality or safety of any goods or services which may be the subject of postings, displays or pamphlets.
- VI. Only library personnel may post or remove notices.

Adopted: June 5 2024  
Reviewed: June 3 2026