

**DRAKE COMMUNITY LIBRARY
BULLETIN BOARD POLICY**

The Library maintains a bulletin board for the purpose of disseminating information about Library activities and public events.

As a general policy for bulletin board use, the Library Board adopts article six of the American Library Association's "Library Bill of Rights" which maintains that exhibit space should be made available "on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use."

Posting priorities will be:

1. Library programs and announcements
2. Announcements of programs and other activities by non-profit organizations

No commercial notices for profit-making organizations or individuals may be displayed. Personal notices of any kind will not be posted. No campaign or ballot-related literature may be posted.

In general, announcements of events will be posted up to one month before the event. Posters of a general nature that do not advertise a specific date or event will be removed when space for other announcements runs out. Very large posters may be rejected because of space limitations.

The Library does not assume responsibility for materials damaged or stolen. All notices posted in the Library become the property of the Library and may be removed and discarded at any time.

All items for the bulletin board must be approved by the Library Director or designee. Approval is based on the guidelines outlined above, space available, time of the event, and length of time the Library has had the material.

Reviewed 9/09
Reviewed 02/14
Reviewed 02/17