

*WHITE CLOUD COMMUNITY LIBRARY*

**BULLETIN BOARD POLICY**

**Purpose:**

In its role as a center of community information, the White Cloud Community Public Library supports the free flow of information and exchange of ideas. The WCCL therefore provides bulletin boards in its facility for individuals and groups in the community to announce events and services that are of general and current interest. Notices may only be posted on designated bulletin boards. Notices may be posted within limitations of space and according to the following guidelines. Notices not complying with these guideline and those listed below will be removed.

The community bulletin boards at the White Cloud Community Library may be used for posting the following types of information:

- ≈ Materials from the White Cloud Community Library, the Friends of the White Cloud Community Library and the City of White Cloud.
- ≈ Flyers, brochures, announcements, schedules or postings of forthcoming or continuing educational, social, civic, charitable/nonprofit, cultural, or recreational activities, or by any federal, state, or local government agency.
- ≈ Library staff must approve and post all notices, posters, and brochures.
- ≈ Library staff will remove notices after a 30 day period. Once notices are removed and discarded & recycled.
- ≈ Notices left on tables without authorization will be removed and discarded immediately.
- ≈ Oversized poster may be rejected because of space limitations.
- ≈ If the bulletin board is crowded, the library reserves the right to select notices for events with the widest appeal.
- ≈ The WCCL does not assume responsibility for materials damaged or stolen.
- ≈ Items that do not meet the above criteria, such as commercial, personal, or election or campaign notices or petitions, will not be posted.
- ≈ Notices advocating fraud or unlawful actions or notices the library considers to be inappropriate are not permitted.
- ≈ Acceptance of material for display does not imply the library's endorsement of a group or organization, its policies or beliefs.