

## Electronic Bulletin Board and Community Postings Policy

proposed 01.2008, chb

### **Mission**

The purpose of the Electronic Bulletin Board and the Community Posting area at the Decatur Public Library is to:

- Promote and support the educational, cultural, recreational and informational mission of the library.
- Promote and support the Decatur City Council, City Boards and Commissions, and City Departments.
- Provide opportunities, as space permits, for posting and distributing information and/or announcements of an educational, cultural, informational or religious nature from non-profit organizations that are targeted to the community.

### **General:**

1. Before materials may be posted or distributed on the Electronic Bulletin Board or in the Community Posting area, they must be approved by the library director or a designated staff member.
2. In addition to the library, the following organizations may post and/or distribute information:
  - National, state and local government agencies
  - Non-profit organizations
  - Educational institutions
3. The following type of information will not be posted and/or distributed on the Electronic Bulletin Board and the Community Posting area:
  - Postings by groups who practice, profess or have as a policy, sexual, racial, religious or ethnic discrimination, or postings from groups affiliated with such organizations.
  - Announcements and/or advertisements of a commercial or personal nature, such as want ads, lost & found notices, or business opportunities.
  - Materials that promote and/or oppose political candidates, parties, or advocacy of issues pertaining to a public election ballot.
4. Postings and/or announcements that display charges or fees for events are permissible only if sponsored by national, state or local governments or by area school districts.
5. Posting and/or distributing of information and announcements does not constitute or imply endorsement of any group, its policies or activities by the City of Decatur or by the library.

A blue geometric graphic consisting of several overlapping triangles of varying shades of blue, located in the top-left corner of the page.

## **Community Posting Area**

1. Designated library staff are responsible for removal of materials. Materials will be discarded; they will not be returned to the individual or agency.
2. Materials may be removed at any time at the discretion of the library staff. The staff reserves the right to limit size and/or quantity of items as well as the frequency of display.
3. Materials will be removed:
  - If they violate the library's posting policy.
  - If tattered, worn, or in otherwise poor condition.
  - After the date of the event.
4. Only materials pertinent to library operations, hours, or activities will be posted on the library doors and/or windows. All other materials must be posted in the designated space.
5. The library assumes no responsibility for preservation or protection of materials.
6. Boxes and/or receptacles, which solicit donations, are also not permitted unless sponsored by the Library or the City of Decatur.

## **Electronic Bulletin Board**

1. The library director will approve all items announced on the Electronic Bulletin Board.

A copy of this policy will be made available upon request.