

Elkhart Lake Public Library – Bulletin Board Policy

Purpose

The primary function of the bulletin board and any other space designated for the display of public notices, is to provide information to library users about events or services of a cultural, educational, or community service nature.

Organizations may request notices to be posted subject to the guidelines set forth in this policy.

Policies

Bulletin Board space is given to non-profit agencies and community organizations engage in educational, cultural, intellectual or charitable activities. Organizations that the Village of Elkhart Lake and the Elkhart Lake Public Library carry out cooperative programs with may also be given bulletin board space.

All items must be approved by designated library staff, dated, put up and removed by library staff.

Display items must be of reasonable size in relation to the space available and will not be accepted if they detract from the effective use of space.

The appearance and content of the notice must be suitable for display in a public service area.

Generally, notices will not be posted for longer than one month. The library is unable to make arrangements for any notices to be returned.

Postings of materials does not imply library endorsement of content; nor will library accept responsibility for the accuracy of the statements made in such materials.

The Library adopts the American Library Association Library Bill of Rights “Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.”

The following types of notices will not be displayed:

Announcements promoting political parties, candidates or those advocating the election of any candidate or a stand on any issues on the election ballot.

Posters, petitions, and the like that advocate a position on a public issue.

Announcements or advertisements by a profit-making organizations.

Announcements which publicize ongoing programs or series of programs except those of tax-supported institutions.

Notices of merchandise or services for sale.

Rental announcements.

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Legal notices, except meeting notices for the Village of Elkhart Lake, the Elkhart Lake Public Library and the Elkhart Lake/Glenbeulah School District.

Adopted by Elkhart Lake Public Library Board
January 16, 2003

Revised November 13, 2003
Revised May 11, 2006