

Jacob Edwards Library



Public Notice Bulletin Boards Policy

Approved by Board of Trustees: [Month] [Year]

The bulletin boards in the library are available for public notices of community interest to nonprofit, advocacy and/or civic organizations sponsoring cultural, educational and/or recreational events, subject to the following guidelines:

1. All notices must be brought to the attention of the staff for approval, and include the name, address and phone number of a contact person.
2. The display facility is not intended for the use of partisan political or religious groups, or notices for partisan political or religious events.
3. There is no limit to the number of different notices an individual or organization may post at the library in the course of a given year.
4. Notices may remain posted for as long as the information remains current.
5. Notices posted become library property and will be disposed of when the information no longer is current or at the discretion of the library staff.
6. Those notices posted in violation of this policy will be removed and discarded.
7. Petitions of any kind may not be posted or circulated at the library.