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## DISPLAYS EXHIBITS AND BULLETIN BOARDS

### POLICY

The use by individuals or organizations of the library's facilities for display and/or exhibits other than those which pertain to the library is not a right but a privilege which is subject to review by the Board of Trustees. The Librarian may grant the privilege of placing exhibits and displays in the library subject to the following conditions:

1. No poster display, exhibit, pamphlet, brochure, leaflet, or booklet shall be exhibited, displayed, or placed in the library for distribution without permission from the Library Director or his/her designate.
2. No outside organization or individual shall be permitted to display or exhibit any materials which advocate the election or defeat of a candidate for public office, or which advocates an affirmative or negative vote, for or against any proposition, whether political or otherwise.
3. No organization or individual shall be permitted to place in the library any box, receptacle, or canister which solicits donations, nor shall any poster or display be permitted which advocates or solicits consideration of a product or item sold by any commercial or charitable enterprise.
4. Posters announcing bazaars or programs, sponsored by a local educational, religious, or fraternal organization may be displayed provided there is room for display and they are of reasonable size. Such display shall be on a "first-come, first served" basis.
5. The exhibit of such displays, pamphlets, brochures, leaflets or booklets will be limited to a time period not to exceed two (2) months.
6. The height of individual displays will be limited to 7' and be of a reasonable size for width and depth.
7. The library assumes no responsibility for the preservation, protection, or possible damage or theft of any item displayed or exhibited. All items placed in the library are done so at the owner's risk. In some cases a certificate of appraisal may be requested and a certificate of insurance when the item displayed may be of considerable value. If the displays monetary value is not significant, a waiver of liability is available at the circulation desk and must be submitted before any items will be displayed or exhibited.

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8. The person bringing in the display is responsible for its arrangement and removal, but the library has the right to re-arrange or dismantle the display as it deems necessary.
9. Each display must be accompanied by a sign explaining it.
10. The Board of Trustees reserves the right to restrict or deny use for just cause; such cause may include infraction of any policy.