

# Jacob Edwards Library



## Public Notice Bulletin Boards Policy

*Approved by Board of Trustees: September 2024*

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:

Items that in the staff's judgment do not meet the criteria such as commercial, personal, lost-and-found, solicitations, or political notices or petitions will not be posted.

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. 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.
3. Notices posted without authorization will be removed.
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.

Posting of materials does not imply Library endorsement or consent; nor does the Library accept responsibility for the accuracy of the statements made in such materials.