



CRAFTON PUBLIC LIBRARY

BULLETIN BOARD AND LITERATURE RACK POLICY

The Crafton Public Library bulletin board and literature racks are to be maintained for communication by the library of its events and for information relevant to members of the community. Use of the bulletin board and literature rack is restricted from displays considered to be of a commercial or political nature. Management of this policy and its execution is the responsibility of the library director and/or assistant director and with agreement from the Crafton Public Library board of trustees.

- No commercial advertisements of any kind will be allowed. This includes, but is not restricted to, job postings, business cards, items for sale, yard sales, jobs wanted postings, etc.
- The bulletin board and literature rack will be maintained by library staff.
- Postings must be no larger than 11 x 8 1/2 in size, dated with a defined time period. Larger posters will be accepted and posted based upon space availability and approval of the director and/or Assistant Director. Postings will be removed upon the expiration of the time period.
- Undated material may be removed after 30 days.
- Due to limited space, the library reserves the right to prioritize the items that are posted or placed in the literature rack based on community interest and timeliness of event. Some approved items may not be displayed due to space limitations.
- Display of materials does not imply library endorsement or consent nor will the library accept responsibility for the accuracy of statements made in such materials.
- All postings must be approved, initialed, dated and posted by Library personnel.
- Library director and/or assistant director has final say on any items displayed on the bulletin board or literature rack.