

## **BASTROP PUBLIC LIBRARY BULLETIN BOARD AND FLYER POLICY**

A bulletin board is provided by the Bastrop Public Library as a community service to publicize *local groups, meetings, cultural events, non-partisan political groups, fundraising events for nonprofit organizations, educational opportunities (Educational or instructional opportunities may be posted, regardless of whether they are of a for-profit or nonprofit nature), or other services that are of a nonprofit, non-self-supporting nature* (Note 1).

*The library's bulletin boards and display areas are designed and intended to directly aid and supplement the primary activities of the library and the City of Bastrop* (Note 2). *All library and/or City activities will take precedence over non-library activities, publications or displays* (Note 3).

*Lost pet notices are not posted* (Note 4).

*Notices from commercial enterprises are not posted* (Note 5).

*Personal ads, campaign literature, baby-sitting, and garage sales are not posted* (Note 6).

The bulletin board is not to be used for advertising for commercial purposes.

Items may be rejected for lack of space.

The date items are received will be date stamped (by the Reference Librarian) and the *items will be removed after two weeks, when they are no longer timely or when space is required for more current items* (Note 7).

Exhibits in the library are seen by anyone who walks into the building—both children and adults who may have various degrees of sophistication. Exhibits must therefore meet what is generally known as “a standard acceptable to the community.”

Members of the public are not permitted to post notices. Only authorized library personnel may post notices on the library bulletin board. Any notice to be considered for posting must be submitted to Library Management for approval.

*Notices posted without authorization will be removed* (Note 8).

*Notice size (physical dimensions) can be restricted if deemed necessary to maximize available space* (Note 9).

*The library does not necessarily advocate or endorse the viewpoints of organizations permitted to post notices on the Library bulletin board* (Note 10). *The Library accepts no*

*responsibility for loss or damage to any item accepted for posting* (Note 11). All posted items are discarded after they are removed.

Failure to comply with these rules may result in denial of future posting privileges.

Revised: 12/19/16

Library Board Approval:

Bastrop City Council Approval: