

# Somerset Public Library

## Bulletin Board Policy



February 19, 2013

*The Somerset Public Library exists to serve as a center of informal learning, individual growth and recreation for the citizens of Somerset. The Library expects to make a contribution to the learning process and to aid individuals in the lifelong process of growth and appreciation and understanding of themselves, their neighbors, and the world around them. In addition, the library makes its building available as a setting for appropriate events according to the needs and interests of the community.*

Change History

<b>TRUSTEE APPROVAL DATE</b>	<b>CURRENT REVISION</b>	<b>DESCRIPTION OF CHANGE</b>
01/15/2013	-	Review by Trustees
01/16/2013		Reviewed by Town Counsel
02/19/2013		Approved by Board of Library Trustees

In its goal to meet the informational, educational, cultural, and recreational needs of all members of the Somerset community, the Somerset Public Library provides space for the posting of information regarding: local government issues and meetings; cultural, recreational, and educational events, and, non-profit organizations.

Political or election information that is non-partisan in nature, such as notices of local committee meetings, will be allowed; however information of a purely partisan nature will not. While information for commercial and for-profit uses is also not allowed on the bulletin board, the Library understands the importance of local businesses, and will accept the information for compilation in a directory for community use. Patrons may view this directory at the Circulation Desk during normal library hours.

All other bulletin boards and display spaces inside or outside the building are reserved for Library use only.

For the most equitable use of the limited bulletin board space, the Library asks that the following regulations apply:

- Items must be delivered to the Circulation Desk for approval by Library staff. They will be dated and posted/compiled by a staff member, as space permits, no later than one week from receipt.
- Posted notices become Library property and will be disposed of within one month or when the information is no longer current.
- The size limit for notices is 8 ½ x 11. Larger notices of overriding community importance may be posted with the permission of the Library Director, and as space permits.
- Flyers must include the name of the sponsoring organization and a contact person for questions.
- Items posted in violation of this policy will be removed and discarded.
- Inclusion on the bulletin board or directory does not imply endorsement of any events or organizations by the Library.

The Somerset Public Library Director and Board of Library Trustees reserve the right to refuse the posting of any subject matter that they feel does not fulfill the informational, educational, cultural, and recreational needs of the Somerset community.