

Outdoor Bulletin Board & Brochures Policy

As part of its mission to provide information for the community, the library will post notices of events and services of interest to the public. Posting of a notice or placement of materials for display does not imply endorsement by the library staff or Board of Trustees.

Posting Priorities - Because of limited space in posting areas, there may not be room to post or display every notice or piece of literature brought to the library.

Priority will be given to:

1. Library events
2. Programs co-sponsored or directly used for the benefit of the library
3. Programs sponsored by the City of Prairie du Chien or other tax-supported agencies.
4. Information about area cultural, recreational, educational, or community service nature events.
5. Programs that are free to the public
6. Announcement of programs & other activities by non-profit organizations
7. Religious & political materials are permissible only for informational purposes or special events; materials which have the primary effect to proselytize for a single point of view will not be displayed.

The Library reserves the right to refuse to post, and the right to remove announcement or posters which do not meet the criteria or which have been posted for a two weeks maximum period. Material left for Library consideration for posting cannot be held or returned. The Library will dispose of all materials as it sees fit.

The Library will not display posters, petitions or notices for political parties, candidates, or those advocating a position on a public issue. The Library also will not display product advertisements, legal notices, personnel ads (listed but not limited to garage sales, obituaries, employment, sales of goods or animals, etc.)

The Library may distribute multiple copies of ongoing publications, informational brochures, pamphlets etc. of a cultural, recreational or educational nature. Consideration of distribution of non-library materials is subject to distribution guidelines with library materials distributed first.

The Library Director shall be responsible for the administration & interpretation of this policy. Any items placed on the bulletin board or any item attached to walls or other library surfaces without prior approval will be removed & discarded. All bulletin board postings are temporary and all posting will be dated.

This policy does not prohibit the restriction of the bulletin board to specific uses by authorized Library staff.

Indoor Bulletin Board Policy

As part of its mission to provide information for the community, the library will post notices of events and services of interest to the public.

The Library indoor bulletin boards will only house Library events and/or items specifically involving the Library, agendas, and minutes of city, or local establishments.

All other postings will be housed in the outdoor bulletin board following the guidelines posted in the outdoor bulletin board & brochures policy.

Approved by Library Board of Trustees 10-17-2023