

BOARD POLICIES

EXHIBITS AND LITERATURE DISPLAY

Category: Operational

Approved: April 28, 1999

Revised: August 28, 2013

In keeping with its informational, educational, recreational, and cultural role, Rocky River Public Library welcomes exhibits and free brochures, fliers, notices, and other types of literature. Exhibits and displays are considered additional sources of information for the community.

In general, exhibits by or notices or literature from non-profit cultural, educational, governmental organizations or agencies and individuals are permitted within the constraints of space availability.

The library **will not** display commercial advertising, brand name or home sale items; business cards or material aimed primarily at requesting donations, raising funds, or selling merchandise. The library **will not** display partisan political information campaigning in support of or against a particular candidate, political party or ballot issue (with the exception of a Rocky River Public Library issue). Information from non-partisan organizations such as the League of Women Voters and Judge4Yourself is permitted.

The Library adheres to the American Library Association's policy statement Exhibit Spaces and Bulletin Boards: An Interpretation of the Library Bill of Rights, adopted by the ALA Council in 1991 and amended in 2004.

EXHIBIT SPACE

Eligibility

Limited exhibit space is available in display cases and at various locations inside the library.

Requests

Requests for exhibit space are considered in the order in which they are received. The following factors are used:

- relevance to community needs;
- suitability of physical presentation and subject;
- quality of presentation;
- space requirements;

- timeliness

Approval

Approval for all exhibits rests with the Library Director or a designee. Library exhibits have priority over non-library exhibits.

Limitations

The library reserves the right to limit the size and number of exhibit items; the length of time of the exhibit; and the frequency with which groups or individuals use exhibit space in the library.

The following is posted as part of all non-library exhibits: "Exhibits are offered as a community service of Rocky River Public Library. The sponsoring group or individual is responsible for the contents of this exhibit."

The library assumes no liability for exhibit items in the event of damage, destruction, or theft.

LITERATURE DISPLAYS

The library maintains a bulletin board and literature display space in the entrance foyer of the library.

Approval to display literature in the library rests with the Library Director or a designee. The type and quantity of literature displayed and distributed, what and how it is displayed and distributed, and the length of time it remains on display are at the discretion of the library.

The type of literature the library will display or distribute includes but is not limited to

- Announcements of forthcoming or continuing, local and/or regional, educational, cultural, governmental, social or entertainment events or activities.
- Free publications from a nonprofit or non-partisan organization or agency.
- Information about a missing person or a lost pet from an individual.

The following permanent notice is posted in connection with any non-library notices or literature: "The Rocky River Public Library does not advocate or endorse the viewpoints expressed in any notices posted or literature available in this area."

The Library's decision to display or distribute or not to display or not to distribute any item, may be appealed in writing to the Library Director. Further appeal may be made to the Library Board of Trustees who will examine it at a regularly scheduled meeting. Written notice of an appeal to the Library Board must be submitted at least seven (7) days prior to a meeting.