

## **Lyons Regional Library District Community Bulletin Board and Exhibit/Display Policy**

### **Community Bulletin Board:**

The Lyons Regional Library ascribes to the American Library Association's Library Bill of Rights which affirms that libraries are forums for information and ideas. Thus, space is available (in the form of a community bulletin board) on an equitable basis for individuals or groups to use for the purpose of communication. However, due to limited space and a need to service the community as a whole, the following rules need to be followed when using this space:

- Posting information of illegal or criminal nature or that violates the Lyons Regional Library District Behavior Policy is prohibited.
- All notices posted on the community bulletin board must contain the name and contact information of the sponsoring agency and/or its authorized representative.
- In fairness to the numerous community groups, the library may control the frequency with which notices may be posted by the same organization.
- The posting of materials does not imply endorsement of any concept or of any program by the Library, the Library Board, or its individual staff members.
- One notice per event or issue is permitted.
- The library assumes no responsibility for the preservation or protection of any materials posted.
- Notices will be removed when they are no longer timely or when space is required for more current items.
- No postings will be returned.
- Any other surface within the library will not be used for display purposes other than Library-backed or sponsored promotions (see below).

### **Exhibits and Displays:**

The Lyons Regional Library also provides exhibit and display space for local artists and groups to present their artistic expressions, regardless of their beliefs or affiliations. This is done in an effort to provide library patrons with a reflection of the local culture, as well as advancing the library's civic engagement, education, and aesthetic goals.

The Lyons Regional Library District's library Director along with Library Staff and a Community Partner are responsible for reviewing and approving items for possible exhibit/display. Items are reviewed using these criteria:

- Overall community interest.
- Historical prominence or significance of the artist or group.
- Relevance to library programs.
- Dates of previous displays of similar items or topics.
- Special needs, costs, or requests associated with proposed exhibits.
- Art is reviewed solely on its own merit.
- Quality of the work.

In addition, the following should be kept in mind in regards to exhibits/displays:

- Granting permission to use library facilities for an exhibit/display does not constitute endorsement by the Lyons Regional Library, its staff, or the Library Board. No advertisement or announcement implying such endorsement will be permitted.
- The Library assumes no responsibility for the preservation or protection of items. The Library is not responsible for loss, theft, or damage to any item to include that caused by natural disaster.
- At the artist's discretion a placard may be included that contains suggested retail price and artist contact information. The Library is not responsible for financial transactions.
- An exhibit/display will be placed, moved, removed and returned at the library Director's discretion.
- The Lyons Regional Library District reserves the right to discontinue exhibit/display services at any time.
- An exhibit/display may be requested back at any time, although the donor or representative party will need to pick it up, and the library Director will need to be made aware of the request.

Adopted: 06-27-2017

Revised: