

**Geauga County Public Library
Operating Policy Manual**

SECTION: BULLETIN BOARDS, PUBLIC USE
NUMBER: 581
EFFECTIVE DATE: APRIL 19, 2022

Some bulletin boards and display racks in the library are set to allow community groups and individuals space to publicize information of general interest to area residents.

Programs and events publicized through the library's community-information areas should be compatible with the library's purpose of providing educational, cultural, recreational, and information services to the community. The presence of a poster, brochure, flyer, or any other notice in the library does not necessarily indicate that the library either advocates or endorses the viewpoints expressed.

Materials to be posted must be approved by the branch manager or his or her designee. Materials posted without approval will be removed. Permission shall be given based upon the limitations of display space, the timeliness of the material, and the relevance of the material to the civic, educational, informational, cultural, recreational, or vocational life of the community.

Local organizations and events may be given preference.

Political materials may provide information on ballot issues only and will be non-partisan. Notices posted by for-profit entities will be posted only in the designated area of the bulletin board and may advertise available or needed goods or services under the following restrictions:

- All announcements shall be dated, and discarded on a "first posted, first removed" basis.
- A service, business, or vendor may post only one notice at a time.
- A business, vendor, service provider, or individual may post only one notice at a time.

Revised April 19, 2022
Revised February 10, 2009
Approved December 8, 1992