

Community Bulletin Board Policy

The Itasca Community Library (ICL) maintains Bulletin Boards including: a Community Event Bulletin Board, a Jobs Board, and a Local Information Board. These Boards provide organizations and businesses the opportunity to publicize information that is of community, cultural, and educational interest.

The policy maintains the following:

- Acceptance of materials for display does not imply the library's endorsement of a group or organization, its policies or beliefs
- Designated library staff must approve all notices, posters, and brochures. Only designated staff can post or remove notices.
- Once notices are removed, they are discarded.
- Approved notices, posters and brochures will be posted as space on the boards becomes available and at the staff's discretion. If the board is crowded, library staff reserves the right to select notices with the widest appeal.
- Oversized posters may be rejected because of space limitations.
- Notices must be professional in appearance. Handwritten material will not be posted.
- Placement and duration of postings is at the discretion of library staff.
- Use of Board space is free of charge.

The following types of notices will not be considered for posting:

- Notices promoting a commercial enterprise
- Political notices advocating the election or defeat of a candidate for public office or an affirmative or negative vote against any proposition
- Personal advertisements or notices
- Notices that are intrusive or in bad taste
- Notices of a religious organization advocating membership

Approved 3/19/2024