



Adopted 3-1-12

Section 1 – Purpose and Compliance

- a. The Library provides bulletin boards and other limited designated areas in its facilities for individuals and groups in the community to share information and to announce events and services that are of general and current interest. Notices may only be posted where designated. Notices may be posted within limitations of space and according to the guidelines stated in this policy. Any notices not in compliance with these policies will not be posted or will be removed if already posted.
- b. Items posted or placed in the Library may include notices, flyers, brochures, posters, advertisements, announcements, and certain products or props.

Section 2 – Permitted Postings; Responsibilities; and Endorsement

- a. The following items may be posted:
 1. Notices from the Inkster Library Board, Leanna Hicks Public Library, the Friends of the Leanna Hicks Public Library, and the City of Inkster.
 2. Flyers, brochures, advertisements, announcements or notices of forthcoming educational, social, civic, cultural, recreational, and charitable nonprofit events, activities, or information in general, or by any local, state, or federal governmental agency or unit of government.
 3. Library Director must approve the posting or placement of all items on Library premises.
 4. Library staff, with the approval of the Library Director, may remove items that are posted or placed on Library premises. Once removed, all items are discarded.
 5. Items posted that have not been authorized by the Library Director, or are posted in undesignated areas, will be removed and discarded immediately.
 6. Items that are oversized may be rejected due to space limitations.
 7. If the bulletin board or designated area is crowded, the Director reserves the right to select those notices or other items which he/she feels have the widest appeal.
 8. The Library does not assume responsibility for materials or items posted or placed on Library premises that are damaged or stolen.

- 9.** Items that do not meet the above criteria, such as commercial, personal, campaign, or religious materials will not be posted.
- 10.** Approval of items posted for display is not an implicit or explicit Library endorsement of an individual, group, or organization. The views or beliefs expressed in the postings may not necessarily reflect the views or beliefs of the Leanna Hicks Public Library or the Inkster Library Board. Individuals, groups, or organizations may not imply or expressly state in their postings that the Library endorses an individual, group, or organization or the events and activities held by such groups.