

## Bulletin Board Policy

The Mansfield Public Library provides a public bulletin board for the posting of community activities and events as well as public service notices of educational, cultural or community interest. The library's bulletin board is available for nonprofit, educational, cultural and intellectual notices. Current, local/regional, and nonprofit notices are given priority. Library staff shall determine what is appropriate for posting using the aforementioned guidelines. The Library will retain the right to accept or deny postings. Any questions concerning what may be posted may be referred to the Library Director.

Acceptance of materials for display does not imply the library's endorsement of a group or organization, its policies or beliefs.

### **Posting Guidelines**

- Bulletin board notices must be submitted to Library staff for approval and posting.
- All items must have the date on which the material was submitted on the front of the material.
- Notices posted or left on tables without authorization will be removed and discarded.
- Materials supporting or opposing a political candidate, ballot measure or specific religious convictions are prohibited.
- Petitions will not be posted, distributed, or placed within the library.
- Due to limited space, the Library reserves the right to prioritize the items that are posted based on community interest and timeliness of the event. Postings larger than 8 1/2 X 11" may not be accepted.
- Library staff shall remove bulletin board postings and event notices as appropriate and discard.

Approved and voted by the Board of Library Trustees, 12/11/2024