



Greenwich Library Policy
Use of Display Facilities and Community Bulletin Boards
(excluding the Flinn Gallery which is the subject of a separate policy)
Approved November 12, 2019

For definitions and other information relevant to understanding Library Policies, please see *Introduction to Library Policies*.

Display facilities in the Library include Community Bulletin Boards, floor cases, exterior and interior glass cases, display panels, exterior windows, book shelving and other physical facilities intended for viewing by the public.

Community Bulletin Boards. Community Bulletin Boards permit persons and groups to announce public events of community interest or to otherwise serve a community interest. Community Bulletin Boards may not be used for personal, for-profit/commercial or partisan political purposes, as determined by the Library's Information Services Manager (the "ISM") for the Main Library or Branch Manager at the relevant Branch Library. Community Bulletin Boards are not intended to be forums for the exercise of "free speech".

Prior to being posted on a Community Bulletin Board, each proposed posting must be approved by the ISM or the relevant Branch Manager. The ISM or the relevant Branch Manager shall determine the location, manner and duration of the posting of any materials on a Community Bulletin Board. Only Library staff may post materials to a Community Bulletin Board. Materials posted to a Community Bulletin Board without approval may be removed and discarded.

Library Display Facilities. Display facilities other than Community Bulletin Boards (the "Library Display Facilities") are reserved for Library use. At the discretion of the ISM or the relevant Branch Manager, non-library materials may be displayed within the Library Display Facilities. The ISM or relevant Branch Manager shall determine the location, manner and duration of the display of any non-library materials within a Library Display Facility.

Materials publicizing Library events, including but not limited to signage, exhibits or banners, may be displayed on Library Premises, subject to the approval of the Board Buildings and Grounds Committee.

General. The Library reserves the right to refuse or remove any display within the Library Display Facilities or any posting on a Community Bulletin Board for any reason, subject to applicable law.

The Library assumes no responsibility for the preservation or return of any display or posting.

Displaying materials within the Library Display Facilities or permitting posting on a Community Bulletin Board does not imply or constitute any endorsement or approval of the referenced beliefs, policies or programs by the Library.

Non-Library materials or information may be displayed or posted on the Library's website, subject to the website's terms of use.