

Glen Lake Community Library

Community Notices and Exhibits

The library will help promote community services and events, which may be in the form of posted flyers, brochures, and newsletters. The library will also promote educational, civic and cultural dialogue in the form of exhibits. Exhibits may be initiated by the library or community members or organizations. The following guidelines will govern notices and exhibits.

Public Notices

- Notices related to library services will be given first priority.
- Library staff will manage posting and removal of all community information.
- Notices of fundraising events for nonprofit organizations, educational courses and concerts or other artistic performances are allowed.
- Advertisements for services for which a fee is charged, merchandise for sale, or rental announcements are not to be posted.
- Materials that promote specific political or religious beliefs are not allowed.
- Posting of community information does not indicate library endorsement of those issues or events being promoted.
- Community notices will be primarily posted on the bulletin board in the entry vestibule.
- Notices in other parts of the building may be allowed at the discretion of library staff. These may not interfere with access to library collections or services.

Exhibits

- Proposed exhibits will support the library's mission of enhancing community life. Materials that are deemed pornographic, polemic, or discriminatory in nature will not be approved for display.
- Exhibits initiated by the library will be given first priority.
- Temporary exhibits of local art or other works will be displayed in the Program Room.
- Community-initiated exhibits will be considered and scheduled on a "first-come" basis. The duration of the exhibit will be agreed upon prior to installation.
- Pieces will be displayed using the hanging system provided by the library. Pieces may not be affixed directly to the walls. Exhibitors are responsible for the installation, removal and transport of displays.
- The library is not liable for damages to items on display. A signed waiver releasing the library from liability, along with an inventory of pieces on display, will be required prior to the exhibit.
- Artists or other exhibitors may provide their contact information, but may not post prices for pieces on display.
- The library director will have final authority for approval of proposed exhibits.

Approved by the Board of Trustees 12.9.20