



## **Display, Posting, Distribution, and Table Policy**

The James V. Brown Library actively supports the American Library Association Freedom to Read and the Freedom to View statements. In keeping with these statements, the Library will accept materials from external individuals or groups who wish to disseminate information to the Library's patrons within the limitations of this policy.

The purpose of the James V. Brown Library's Display, Posting, Distribution, and Table Policy is to support its mission as an educational, informational, cultural, and recreational center for the community it serves. The Library accepts displays from community partners, nonprofit organizations and other groups that meet the purpose of this policy. The Library organizes displays to further this mission. The Library reserves the right to determine what displays will be solicited and accepted.

Flyers, posters, handbills, and other similar materials must be submitted to the Marketing Department for approval. Printed materials must be no larger than 11x17 inches for Library bulletin boards.

The area for display will be determined by the Marketing Department of the James V. Brown Library. The Library reserves the right to cancel displays or remove unauthorized materials at any time for any reason.

### **Limitations**

Displays must be appropriate in scale, material, form, and content for the library environment serving a community of all ages.

The following are not permitted:

- Materials containing images that include significant elements of sexually explicit imagery, nudity, or graphic depictions of violence.
- Exhibits or displays of a purely commercial nature, unless they have a special educational, informational, or cultural value to the community.
- Materials advocating a particular vote on a candidate or ballot proposition.
- Material being offered for sale to the public unless the proceeds directly benefit the Library.
- Items that violate applicable laws or policies regulating or related to unprotected speech, including but not limited to true threats, incitement to imminent violence, fighting words, and unlawful targeted harassment.
- Information that is inconsistent with or in violation of Commonwealth of Pennsylvania or federal laws or regulations, or any municipal ordinances.

### **Non-endorsement**

Use of Library facilities, including grounds, does not constitute an endorsement of the materials or organization by the James V. Brown Library.

**Information tables**

Arrangements for hosting an information table in the Library require prior approval of either the Library's Executive Director or Marketing Department Administrator.

The James V. Brown Library reserves the right to determine at its sole discretion what materials will be displayed as well as the scheduling, duration, and assignment of information tables. The Library has the right to review the materials in advance. The Library's decision on what will be displayed shall be final. The unauthorized posting of materials or the posting of prohibited materials is subject to immediate removal.

This policy is not intended to infringe upon the First Amendment rights guaranteed by the United States and Commonwealth of Pennsylvania Constitutions. The responsible officer for overseeing this policy shall be the Executive Director or the Marketing Department Administrator.

**Prohibited Locations**

Postings are not permitted in other Library areas other than designated bulletin boards. Nothing shall be affixed to any walls, windows, doors, doorframes, glass panels, or painted surfaces either outside or inside.

**Policy changes**

The Board of Trustees reserves the right to make changes in this policy as it deems advisable and may cancel or withdraw permission for use of the Library facilities when in its opinion, such action is advisable.

Approved by the James V. Brown Board of Trustees on April 18, 2024.