

# Public Bulletin Board Policy

## Purpose

The Morgan County Library maintains a public bulletin board to showcase community activities, events, and public service announcements that hold educational, cultural, or community significance.

## Policy

1. Designated library staff must approve all notices, posters and brochures.
2. All items should be brought to the Library Circulation Desk for approval.
3. Only authorized staff members can post or remove notices.
4. Once notices are removed, they are discarded.
5. Notices posted or left on tables without authorization will be removed and discarded.
6. Oversized posters may be rejected because of space limitations.
7. If the board is crowded, library staff reserves the right to select notices for events with the widest appeal.

Library programs and announcements receive priority.

8. Notices involving the sale and/or promotion of commercial products are not permitted unless sponsored by the Library, Board, or Friends Group.
9. The Morgan County Library does not assume responsibility for materials damaged or stolen.
10. Acceptance of materials for display does not imply the library's endorsement of a group or organization, its policies or beliefs.

***Adopted by Library Board of Trustees on August 3, 2006***

***Revised on October 10, 2024***