



LAKE REGION PUBLIC LIBRARY DISPLAYS AND DISTRIBUTION POLICY

The Lake Region Public Library responds to the community's needs by providing a variety of communications and displays that educate and enrich the lives of all people.

Displays at the Lake Region Public Library are selected, designed, arranged, and approved solely by the Library Director. Temporary displays on the Library building or outside on Library property must be approved by the Library Director. Library common areas, excluding properly scheduled meeting rooms, are not a public forum for First Amendment purposes.

Criteria the Library Director uses in making decisions about display topics, materials, and resources include but are not limited to the following:

- Topics of interest
- Cultural or historical significance
- Relation to library collections or programs
- Inclusivity of marginalized groups
- Availability of display space

Library-initiated displays should not exclude topics, books, media, and other resources solely because they may be considered controversial. The presence of a display or exhibit topic by the Library does not constitute an endorsement of the content.

The Lake Region Public Library will post public notices and notices of upcoming nonprofit educational, recreational, and civic meetings or events, in designated areas, as space allows. All posters must be approved by the Lake Region Public Library Director before being placed on the community bulletin board or in the pamphlet stand. Notices may be removed at the Library staff's discretion.

The following are examples of items that may be posted:

- Information about community nonprofit organizations and events
- A benefit event or organization's fundraiser for an individual experiencing hardship
- Information about special events from organizations engaged in educational, cultural, intellectual, or charitable activities

Items that may not be posted at the Library include, but are not limited to:

- Political signs or campaign literature
- Commercial or business information
- Solicitations
- Personal notices
- Items for sale

**Material Distribution**

Any non-library handouts or brochures must also be approved by library staff prior to distribution. Distribution of printed materials is not allowed except for approved fliers and pamphlets from community nonprofit organizations. Only library-related items will be displayed at the front desk areas, including the library's front doors.

The intention of this policy is to help promote excellence in library service for all patrons.

Reviewed and approved by the Lake Region Public Library Board 11/06/2024