

Wabash Carnegie Public Library Posting/Bulletin Board Policy

PURPOSE:

WCPL recognizes its role as a source of community information. Bulletin boards provide display space for relevant community information.

POLICY:

Bulletin boards will be used for the following types of information:

- Postings of forthcoming educational, social, civic, charitable, cultural, or recreational activities
- Postings by nonprofit organizations, groups, agencies, or by any federal, state, or local government agency providing services to citizens
- Postings announcing community services and volunteer opportunities
- Nonpartisan election information

Bulletin boards may not be used for the following types of information:

- Commercial notices, solicitations, business cards, third-party job postings, and retail advertising
- Personal notices of items for sale
- Personal solicitations for fundraisers (i.e. walkathons, auctions, galas, etc.)
- Materials that support or oppose any political candidate or ballot measure
- Materials that support or oppose a specific religious conviction

Posting Guidelines:

- All postings must be approved by the library director or designated staff member.
- All postings must be appropriate for viewing by all ages.
- Items should not be posted on adjacent walls, windows, or doors.
- WCPL reserves the right to remove any posted item. Materials posted or left for free distribution without approval will be discarded.
- WCPL may limit the period any item may remain on display.

- WCPL reserves the right to provide space for announcements which provides information to visitors or residents on a continuing basis (such as community schedules, crisis services, etc.).
- WCPL assumes no responsibility for the preservation or protection of materials posted or placed for free distribution.
- Due to limited space priority is given to library information, including that of WCPL partners.

Permission to post does not in any way constitute library endorsement of a group's policies or beliefs. Purposes, objectives, or views of groups using the bulletin board space shall not be advertised in any way to suggest that they are endorsed by WCPL.

IMPLEMENTATION:

All WCPL personnel shall be responsible for enforcing this policy. Postings are accepted as space permits.

APPROVE BY BOARD OF TRUSTEES 4/15/2025