

Informational Exhibits, Displays, Bulletin Boards, and Pamphlet Racks Policy

The Library Board of Trustees subscribes to the Library Bill of Rights, Article VI which states:

Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

The library uses exhibit and display space, bulletin boards, and pamphlets to promote its goals of public education, collection building, and cultural programming. Library-produced displays and materials present a range of points of view and do not advocate a single approach.

Library facilities are also available to the public for display and distribution of materials. These facilities may not be used for commercial purposes.

Altoona Public Library's bulletin board case and wall-mounted sign holders are to be used for the posting of notices for:

Library business or activities, public service items of educational or cultural interest to the community, and/or non-profit organizational announcements.

- Any notice to be considered for posting must be submitted to Altoona Public Library management for approval. Only authorized library staff may post notices on the bulletin board or in the wall-mounted sign holders. Notices posted without authorization will be removed.
- Notices for events/activities more than 30 days away from the date may not be permitted.
- The bulletin board and wall-mounted sign holders are not to be used for advertising or for commercial notices.

The Altoona Public Library does not necessarily advocate or endorse the viewpoints of organizations permitted to post notices on the bulletin board or in the wall-mounted sign holders. The Altoona Public Library accepts no responsibility for loss or damage to any item accepted for posting.

Failure to comply with these rules may result in denial of future posting privileges. This policy is determined by the Library Board of Trustees and is subject to periodic review and/or revision at the discretion of the Board. Appeals may be submitted to the Library Board in writing.

Exhibit or display requests must be directed to either the Library Director, Youth Services Librarian, Circulation Manager, or the Communications and Marketing Associate depending on the viewing location desired.

Requests for use of bulletin boards and pamphlet racks must be approved by the Library Director, Youth Services Librarian, or Circulation Manager.

**Informational Exhibits, Displays, Bulletin Boards, and Pamphlet Racks Policy
approved by the Altoona Public Library Board of Trustees on September 19th,
2023.**