

# S P O K A N E   C O U N T Y   L I B R A R Y   D I S T R I C T

<b>Policy Title</b>	Bulletin Boards and Community Interest Publications		
<b>Approval Date</b>	December 18, 2012	<b>Revision Date</b>	January 19, 2021
<b>Reaffirmation Date</b>	January 21, 2025		
<b>Related Policies</b>	Facility Use for Political Purposes		
<b>Purpose</b>	To provide guidelines for use of public bulletin boards and the distribution of publications of general community interest in District libraries.		

In the event of the amendment of any law, regulation, or ordinance incorporated into this policy or upon which this policy relies, the policy shall be deemed amended in conformance with those changes.

In cases where this policy conflicts with any local ordinance, state or federal law, the terms of that law, and its underlying rules or regulations shall prevail. In all other cases, Spokane County Library District policies and practices prevail.

The Board reserves the right to change and/or modify this policy at any time, as circumstances dictate and in accordance with applicable law

## **Policy**

Spokane County Library District may provide bulletin boards and information distribution areas in each library. In its role as a community information center, and depending upon available space, the District may allow postings or distribution of free publications of general community interest under the following guidelines:

- All materials must be approved by designated District staff before being posted or distributed.
- Preference will be given to materials from government agencies, non-profit organizations, community organizations and educational institutions, and of educational, cultural, and general interest to the local community served by the library.
- If available space isn't sufficient to meet demand, priority will be given to information most closely related to services, programs, activities and events in the local community.
- Items promoting religious doctrines, partisan political materials or petitions are prohibited.
- Notices and materials will clearly identify the person or organization responsible for the content.
- Approval of items for posting or distribution does not constitute or imply District endorsement of the organization submitting the item(s) or its content.
- District staff will determine the suitability and quantities of material, at which libraries they are made available, and the duration of availability.

Approved items will be posted or distributed as soon as possible based on available space and the guidelines outlined above. Materials approved for system-wide posting or distribution may not be offered in all locations. All materials are checked regularly to remove outdated materials. The District reserves the right to remove any material at any time, and to dispose of materials not in accordance with the above guidelines.

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The District will make a good faith effort to implement this policy in a fair and consistent manner.

The Executive Director will establish administrative procedures necessary to implement this policy.