

SPOKANE COUNTY LIBRARY DISTRICT

POLICY: BULLETIN BOARDS AND COMMUNITY INTEREST PUBLICATIONS

APPROVAL DATE: 12/18/2012

REVIEW DATE: 12/18/2018

Related Policy

Facility Use for Political Purposes

Purpose

To provide guidelines for the use of public bulletin boards and the distribution of publications of general community interest in District libraries.

General Policy

Spokane County Library District provides 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 All materials are checked regularly to remove outdated materials.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 to make room for higher priority postings, and to dispose of materials not in accordance with the above guidelines.

The Executive Director will establish administrative procedures necessary to implement this policy. Any appeal of an administrative action under this policy will first be made in writing to the Executive Director and then to the Board of Trustees.

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



www.scl.d.org

Administrative Offices
509.893.8200
fax 509.893.8472

Airway Heights Library
509.893.8250

Argonne Library
509.893.8260

Cheney Library
509.893.8280

Deer Park Library
509.893.8300

Fairfield Library
509.893.8320

Medical Lake Library
509.893.8330

Moran Prairie Library
509.893.8340

North Spokane Library
509.893.8350

Otis Orchards Library
509.893.8390

Spokane Valley Library
509.893.8400