



## **Displays Policy**

- I. The purpose of the Library's display facilities is to fulfill the Library's mission and increase awareness of Library and community resources, provide opportunities for community engagement, and transmit the community's diverse cultural heritage. The Library provides limited display facilities for public use. Other spaces are available for Library or co-sponsored display use. Exhibits using these facilities shall further one or more of these purposes:
  - a. To call attention to a theme related to Library services, collections, or programs.
  - b. To bring together Library materials from several subject areas related to a theme of current interest.
  - c. To highlight current issues, events, or other subjects of public interest.
  - d. To display original art, crafts, photographs, or writings created by Iowa artists or contained in traveling exhibits.
  - e. To explain the activities of, or issues of interest to, local organizations and agencies engaged in educational, recreational, cultural, intellectual, or charitable activities.
  - f. To display interesting collections or hobbies of local residents.
- II. The Library assumes no responsibility for theft, loss, damage, or destruction of items left for display.
- III. All displays must meet existing State and Federal laws on obscenity, libel, defamation of character, or invasion of privacy.
- IV. The Library does not accept responsibility for ensuring that all points of view are represented in any single display. Granting of permission to display materials does not imply Library endorsement of content, nor will the Library accept responsibility for the accuracy of statements made in such materials.
- V. The Library reserves the right to refuse display space to exhibits which, in its opinion, do not further the purpose of the Library.
- VI. Library-produced or solicited displays have priority over displays proposed by non-Library groups or individuals. Priority for displays is given to groups and individuals within Jefferson County.
- VII. Public requests for displays of original art must be submitted for approval. The Art Advisory Committee may be consulted for questions related to public requests to display original artwork.
- VIII. Sale of anything other than items which promote the mission or goals of the Fairfield Public Library is prohibited. Library display space may not be used as a sales gallery.

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- IX. The lobby of the library contains a bulletin board for display of information by nonprofit organizations for civic, educational, charitable, or cultural activities or events. Community meeting announcements and community cultural events may also be displayed.
- a. No commercial or business notices, garage or other sale signs will be posted. In order to avoid the appearance of an endorsement of a candidate for public office, the library will not post posters or other materials that advocate voting for, or support of, particular candidates or parties. However, notices of political events, meetings, or activities may be posted, subject to space limitations.
  - b. A section shall be available for non-profit and/or public services that are of interest to the general public and provide information about sources of help for the community; such as non-profit referral organizations, educational opportunities, and government assistance notices.
  - c. Persons wanting a sign posted shall leave it at the front desk for Library staff to post. Materials are posted as space permits, no larger than 11"x17". Because of space limitations, the library cannot guarantee that all eligible posters will be displayed. The library shall remove all outdated signs (or after 1 month), any sign found to be posted in violation of the procedure outlined herein, and any sign or poster not in compliance with the above.

Approved by Trustees 10/16/2023