

## Sherrill-Kenwood Free Library (SKFL) Public Posting Policy

Approved 5/16/23

As part of its mission to enrich lives through community engagement, Sherrill-Kenwood Free Library (SKFL) dedicates a bulletin board and table (located immediately inside our front entrance) to sharing information relevant to the general public. Our goal is to provide a forum for useful, relevant, and organized information for our community that supports the library's mission. In order to achieve this, SKFL has developed this Public Posting Policy, and reserves the right to remove any posted information for any reason.

### Requirements and Guidelines:

- Community information may only be posted on our designated areas for public posting. All information must be approved for posting or sharing by the Library Director. Approval will be based upon this policy, and will not be based upon the viewpoint, beliefs, or affiliations of the group or the viewpoints expressed in the materials.
- Bulletin boards are to be kept neat and orderly. Because space is limited, limits may be placed on the type of information and the duration of posting. Priority is given to library events, legal notices, and cultural events.
- The following types of materials may not be posted: commercial items, political campaigns or materials endorsing or opposing legislation, materials promoting cultural/religious ideology.
- Our bulletin board is to be used for posting single copies of an item.
- Postings that take up a disproportionate amount of space or that are announced too far in advance may not be accepted.
- All notices must contain the name and contact information of the sponsoring agency.
- Posting of non-library information does not indicate library endorsement of the ideas, issues, or events promoted by those materials.