

## **Exhibits / Bulletin Board Policy – *Approved by the Board of Trustees 10/12/16***

The G.A.R. Memorial Library offers exhibit, bulletin board, and information space to the community in so far as space permits.

Currently, the Fireplace Room is the major area for art exhibits. These are managed by the Director with valuable assistance from a volunteer. There is an additional space available for a monthly exhibit using a section of book shelves, location to be determined by the Director.

Any information of community interest may be posted on the section of the bulletin boards labeled Community Interest. Any questions concerning what may be placed may be referred to the Library Director. An additional bulletin board (*space*) is available just to the right of the front door upon entering. In addition, there is an information rack which holds multiple brochures and cards. (*This rack will be limited to community interest: schools, museums, and other non-profit organizations.*)

The Board of Library Trustees may allow use of the Library's exhibit space by individuals and groups for such civic, educational, philanthropic, and recreational purposes it deems for the interests of the community. Exhibit space will be granted on an equitable basis to qualified individuals or groups, regardless of their beliefs or affiliations, provided the content of the display is within the broad standards of community acceptability.

Exhibit spaces may not be used for entrepreneurial or commercial purposes, for the solicitation of business, for profit or for fundraising. Religious proselytizing and partisan political recruitment are similarly prohibited; educational exhibits on these subjects are allowed. Use of exhibit spaces for Library purposes takes precedence over other uses.

The Library reserves the right to refuse or remove any material judged unsuitable or to rescind an exhibit for violation of this policy. Acceptability of an exhibit is at the discretion of the Library Director, whose decisions may be appealed to Board of Library Trustees.

In presenting exhibits, the Library does not imply endorsement of the beliefs or viewpoints of their subject matter. The Library endeavors to present a broad spectrum of opinions and a variety of viewpoints. Those objecting to an exhibit may submit their own proposal according to this policy.

Exhibit space may be booked through the Library Director's office and will be available on a first-come, first-served basis. The duration of exhibits will be one month. Major art exhibits can extend to up to two months. Exhibitors will set up and remove their own exhibits.

The Library does not insure exhibits. The exhibitor assumes full responsibility for loss or damage to materials on display. All items placed in the Library are exhibited at the owner's risk. Exhibitors are advised since the G.A.R Memorial Library does not insure for fire, theft, or other casualty resulting in loss, damage, or destruction of personal property belonging to private individuals while on display at the library, the Trustees of the Library, their agents, servants, and/or employees cannot and will not be held responsible for any damage or loss to works or collections while materials are on display at the library.