

Bulletin Board Policy

The purpose of posting flyers or making handouts available in the Library is to inform people in the community about local educational, cultural and service-oriented programs.

Placement of posters and handouts is at the discretion of the Library Director, based on space available, time of the event, length of time the Library has had the material and the priority of the material as listed below. The Library will not accept for display or handout commercial, personal or profit-making information.

The Library will display posters providing information about events and issues in the following order of priority based on space available.

1. Sponsored by Tolland Public Library.
2. Pertaining to Tolland Town Government.
3. Tolland non-profit organizations and schools.
4. Tolland and other non-profit events.
5. Other Connecticut libraries.
6. State and federal government information.
7. Cultural or literary information.
8. Babysitting services

The following items will **not** be posted:

1. Advertisements of personal services or products sold for profit
2. Lost and found announcements
3. Religious tracts
4. Petitions
5. Campaign literature
6. For-profit business services
7. Material of unreasonable size
8. Material deemed inappropriate in the reasonable discretion of the library staff.

Notices will be reviewed, date stamped, initialed, posted and arranged by staff as time and space permits for not longer than one month. Notices for events held on specific dates will be removed and discarded following the dates. Any notice not posted and dated by library staff will be removed and discarded. The library has the right to remove and discard any item.

The left side of the bulletin board is reserved for library and town related postings. The right side is available for public postings following the above guidelines.

~~Adopted by the Tolland Public Library Board of Directors, April 24, 2006

