

# **Cranbury Public Library**

## **Community Display Policy**

### **Introduction**

The Cranbury Public Library provides various display systems for posting announcements of educational, cultural, charitable, and civic events of interest to the community. It maintains a dedicated display of community flyers, brochures, job announcements, and informational materials for the benefit of Cranbury residents; that display is currently located on the circulation desk. It also maintains its own display of library-sponsored programs, events, and services; that display is a trifold standing bulletin board currently located in the library's gallery.

Display of community materials does not constitute advocacy or endorsement by the Cranbury Public Library nor a determination of the accuracy or reliability of their content. The Library displays items for the community without regard for the beliefs or affiliations of the organizations involved.

### **Guidelines**

- Postings by organizations outside the library are restricted to the designated community display.
- Only flyers, brochures, and other paper materials for government and nonprofit organizations will be posted, except for job announcements.
- Documents advertising fundraisers for local nonprofit community organizations may be posted.
- Local job announcements may be posted.
- Priority is given to materials from organizations based in Cranbury.
- Postings may be restricted by size, such as 8.5"x11" or smaller.
- No one organization can monopolize the display.
- Postings on the community display are dependent upon space availability.
- A posting may be removed due to space constraints of the display.
- A posting may be removed due to the length of time the material has been posted to the display.
- There is no guarantee a material will be posted for any length of time.
- Postings are subject to approval by the Library Director. The Library Director exercises discretion over the posting of all flyers, brochures, and materials.
- Postings may be removed by the Library Director at any time and for any reason.