

## Displays, Exhibits, and Printed Materials

### **Policy:**

In its role as public information center for the community, and in support of its mission to support community growth, the Library makes available exhibit and display areas, including bulletin boards and space to share printed and/or digital materials with the public. Such spaces are available to organizations and individuals (including Library staff) engaged in educational, cultural, intellectual, charitable, and other non-commercial activities. Display spaces must be reserved, and materials must be approved by the Library prior to posting or distribution.

Display areas are made available to promote the mission, values, and vision of the Library:

Mission. Grow Learners. Break Barriers. Build Futures.

Values. Respect, Integrity, Courage.

Vision. Kind Connected Humans.

Alameda County Library does not advocate or endorse the content of displays or exhibits, or the viewpoints of exhibitors it hosts.

If you believe that a display, exhibit, or printed material is not suitable for the Library, you may complete a Request for Reconsideration form based on the guidelines below. Library staff will consider your request and you will receive a written response.

### **Guidelines:**

Acceptance of materials is subject to approval of the Library Manager. As space is limited, preference will be given to Alameda County Library, other local public agencies, and then to organizations and individuals engaged in educational, cultural, intellectual, or charitable activity.

All materials to be posted or available for handout must be provided to Library staff for posting or distribution. Materials will be posted as space allows for up to 30 days or until the information is no longer timely (such as after the date of an event announced in a posting), whichever comes first.

Reasons for refusing a display, exhibit, or material:

- Display, exhibit, or material is unreasonably large, heavy, or precarious for the display space; In the case of bulletin boards, this is any material larger than 11"x17";
- Display, exhibit, or exhibitor has used the space more than once in the previous 12 months;
- Display, exhibit, or material contains false, misleading, or deceptive content;
- Display, exhibit, or material contains defamatory, slanderous, or libelous content;
- Display, exhibit, or material contains "fighting words" or incites criminal violence;
- Display, exhibit, or material contains work of an obscene nature;
- Display, exhibit, or material consists of commercial activity, such as advertising; or
- Display, exhibit, or material will foreseeably result in harm to, disruption of, or interference with the Library's mission, values, or vision.