

ITEM NUMBER: 4.07 a-b  
CHAPTER 4: Library  
Statements  
CODE: Policy  
COMPUTER ID: LS-7

---

Title:	Exhibits, Displays, Brochure Racks and Bulletin Boards
Effective Date:	11-24-86
Authorized By:	Library Board of Trustees
Date of Last Review:	8-2022

---

The Marathon County Public Library (MCPL) provides exhibits, displays, brochure racks and bulletin boards that are relevant to the needs and interests of library patrons and that also conform to the American Library Association's Library Bill of Rights. They are primarily intended for the promotion of MCPL's materials, events and services. They are prioritized for use by the library, MCPL Foundation, Friends of MCPL and community partners. The content of these spaces is left to the discretion of library staff.

The Library Director may deny exhibit, display, brochure rack or bulletin board requests. If denied, interested parties may appeal to the MCPL Board of Trustees.

## EXHIBITS AND DISPLAYS

In curating exhibits and displays, library staff should present a broad spectrum of opinions and viewpoints. MCPL does not avoid display or exhibit topics because of content matter or because of the beliefs or affiliations of those whose work is represented. The library will not censor or remove a display or exhibit even though members of the community may disagree with its content. Just as MCPL also does not endorse the viewpoints of works in their collections, also does not endorse the beliefs or viewpoints presented in these spaces.

Exhibits and displays may not be used for:

1. Any purpose which, in the opinion of library staff and/or the MCPL Board of Trustees, may interfere with the normal use of the library.
2. Fundraising purposes.
3. The sale, advertising or promotion of for-profit products and services.
4. Personal or family purposes.
5. Promotion of a specific business or religious organization.
6. Promotion or endorsement of political candidates.

Exceptions may be made on a case-by-case basis.

## BROCHURE RACKS AND BULLETIN BOARDS

The primary purpose of MCPL's brochure racks and bulletin boards is to publicize services and programs that are community-oriented, nonprofit, educational or of cultural value. These types of materials include brochures, posters, handouts and other promotional items and will be displayed on fixtures at MCPL locations when space is available. MCPL reserves the right to limit the length of time materials may be displayed and the amount of materials accepted for public distribution. MCPL also reserves the right to dispose of materials that are out of date, that are no longer relevant or that have been posted or placed in the library without staff authorization.

MCPL's name may not be used in any publicity for non-library-sponsored meetings occurring at the library except to designate the meeting's location. MCPL may not be used as the official address or headquarters for any outside group.

All promotional materials related to meetings by outside groups occurring at an MCPL location must adhere to the policies outlined in **ITEM NUMBER 8.01 a-c – Meeting Room Policy**.

Brochure racks and bulletin boards may not be used for:

1. Any purpose which, in the opinion of library staff and/or the MCPL Board of Trustees, may interfere with the normal use of the library.
2. The sale, advertising or promotion of for-profit products and services.
  - a. Exceptions may be made for job postings.
3. Personal or family purposes.
4. Promotion of a specific business or religious organization.
5. Promotion or endorsement of political candidates.

Exceptions may be made on a case-by-case basis.