



## Holderness Free Library

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[www.holdernessfreelibrary.org](http://www.holdernessfreelibrary.org)

### **Bulletin Board Displays and Distribution of Free Material Policy**

The Holderness Free Library has adopted the *American Library Association's, An Interpretation of the Library Bill of Rights: Exhibit Spaces and Bulletin Boards*. In accordance with this document, exhibits, displays and handouts are presented on an equitable basis, regardless of beliefs or affiliations of individuals or groups requesting space. Religious and political exhibits, displays and materials are permissible for informational purposes; displays, which advocate for a single point of view, will not be permitted.

Exhibits, displays and handouts may not involve the sale, advertisement, solicitation or promotion of commercial products or services by for profit organizations. This provision does not include the Library or groups affiliated with the Library.

#### **Bulletin Boards and Information Distribution Areas:**

Some bulletin boards, literature racks, countertops and tables are reserved for the exclusive use by the Library to post and distribute materials:

- about Library services, programs and events;
- from the Friends of the Holderness Free Library;
- from other municipal entities such as the Town of Holderness and the state and federal governments.

A limited number of bulletin board and distribution areas are available within the Library system for the posting and passive distribution of materials from other entities. The Library Director or designee must authorize all posting and distribution before it occurs. Authorization will be based upon the provisions of this policy and will not be based upon the viewpoint, beliefs, or affiliations of the non-profit group or the viewpoints expressed in the materials. Posting or distribution of any such materials in the Library does not indicate Library endorsement of the ideas, issues, or events promoted by those materials.

Because the amount of such bulletin board and distribution area space is limited, and in order to provide Library visitors with the opportunity to review materials from non-profit organizations that they might not otherwise have the opportunity to review, the following rules apply:

- Bulletin board space is provided for announcements of dated Holderness community events whose principal sponsors are non-profit organizations.
- Distribution Areas: Non-profit organizations may provide dated materials related to their not-for-profit purpose for passive distribution only in areas designated for that purpose. Passive distribution means leaving the materials with Library staff for Library visitors, if they so choose, to review and/or take with them. Passive distribution does not include verbally or visually (by means of signs, placards, etc.) encouraging Library visitors to review or take any materials with them.

The following items may not be posted on bulletin boards or left in material distribution areas:

- Materials that support or oppose any current or pending ballot measure or political candidate. The Library is not intended to be a forum for the support or opposition of political candidates or ballot measures. Official election information, such as Holderness sample ballots are made available in the Library.
- Because it is not consistent with passive distribution, materials asking Library visitors to sign a petition or letter are not permitted.

All materials posted or distributed must comply with this policy and any other applicable Library regulations or guidelines. No other materials may be posted or distributed.

All posting and placement of materials in distribution areas shall be done by Holderness Library personnel. Individuals requesting posting or distribution shall not themselves post or leave materials in distribution areas. Materials left for posting or distribution without authorization from the Library will be discarded. This includes all online forums and social medias maintained by library staff.

The Library assumes no responsibility for the preservation or protection of materials posted or distributed. Materials will not be returned.

*The Holderness Free Library endorses the American Library Association's, An Interpretation of the Library Bill of Rights: Exhibit Spaces and Bulletin Boards. Adopted July 2, 1991, by the ALA Council, amended June 30, 2004.*  
<http://www.ala.org/ala/issuesadvocacy/intfreedom/librarybill/interpretations/exhibitspaces.pdf>

Approved by the Holderness Board of Trustees on 8/7/2018