

**Wolcott Public Library**  
**Bulletin Board/ Free Materials Distribution/Display Case**  
**Policy**

The library has two public bulletin board in the front foyer and one outdoor community bulletin board to provide the residents of Wolcott and surrounding towns with information on educational, cultural, and other activities.

Materials for the public and community bulletin boards must be submitted to and approved by the library director or his/her designee. Any items not approved will be removed. Postings are to be put up and taken down by library staff only.

Items are limited to non-profit organization information.

The library does not post or distribute personal, commercial, or for profit materials or petitions and reserves the right to reject items it deems inappropriate.

The library also provides space for free distribution materials that conform to the above guidelines. This includes copies of free local newspapers or magazines of an objective nature. Free distribution materials will also be put out and removed by library staff only.

The display case in the main library is intended for use of library materials and promotion of library programs, and for residents and organizations of Wolcott and surrounding communities for non commercial, informational, cultural and educational displays. The case is available by advance booking for periods of one month.

The display of items does not indicate the library's endorsement of any organization or information.

Approved by the Wolcott Public Library Board, August 1<sup>st</sup>,2022