



POLICY FOR BULLETIN BOARD USE

There are two bulletin boards in the library for public use.

The **bulletin board in the front foyer** (Sullivan Street side of the building) is **for business and employment related announcements**. Individuals are welcome to post such items without seeking permission from library staff. Library staff members have the right to remove material deemed unsuitable for viewing by children who enter the library and any items having been posted for more than 30 days.

The **bulletin board in the rear foyer** (Pine Street side of the building) is **for cultural activities sponsored by non-profit organizations and public announcements** of general interest to the community, subject to the following guidelines:

- Posters, notices and material for posting are subject to staff members' determination of eligibility based on status of sponsoring organization and suitability of viewing by children.
- Staff will date all posted material.
- Material will be posted until the date of the event, or for 30 days, whichever is applicable.
- Flyers will be discarded (recycled) upon removal.
- Posting of material does not imply endorsement by the Library.
- These guidelines shall be applied to the distribution of non-profit materials in the Library, as well.
- Announcements of ongoing services will be retained longer than 30 days, as long as they can be accommodated within the limited space of the bulletin boards.

Adopted 12/2/09 Mamakating Library Board of Trustees
Revised and adopted April 14, 2021