



## **POLICY FOR BULLETIN BOARD USE**

There are five (5) bulletin boards in the library for public use.

The bulletin boards in the front foyer (Sullivan Street side of the building) are for business and employment related announcements. One board is designated for Job Postings, one is designated for local business cards, and the last is for other local interest or business flyers. Individuals posting flyers should seek approval from library staff before posting. 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 boards in the rear foyer (Pine Street side of the building) are 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 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 recycled, if possible, 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

Amended July 8th, 2025