

Exhibits, Displays, Bulletin Boards and Pamphlet Racks Policy

Approved: May 6, 2013

Effective: May 6, 2013

Revisions: March 18, 2019, January 22, 2024

Review: June 23, 2025

The Amery Area Public Library Board of Trustees subscribes to the Library Bill of Rights, Article VI, which states:

Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

The Library uses exhibit and display spaces, bulletin boards, and pamphlet racks to promote its goals of information, education, and recreation. Library-produced displays and materials present a range of points of view and do not advocate a single viewpoint.

Library facilities, including bulletin boards and exhibit spaces, are also available to the public for display and distribution of materials.

General

- Display spaces are not intended for retail trade, private sales, private events, political campaign literature/advertisement, or fundraising events not associated with the Amery Area community.
- Space is available to the public on a first-come, first-served basis.
- The Library reserves the right to limit the duration of an exhibit or bulletin board posting and the frequency of the use of library space by an individual or group.
- All notices, posters, and free literature must be approved and removed from the display spaces by Library Staff.
- Library Staff will periodically remove materials that are dated, worn or violate Library Policy.
- The Library has limited space for exhibiting artwork. The Library reserves the right to display works of organizations within the community and who are served by the Amery Area Public Library specifically.
- The Library acts as a distribution point for information that city, county, state, and federal government agencies wish to disseminate widely.
- Should a display item be left at the library more than thirty (30) days after the end of the display period, the library may discard the items.

Glass display cabinet

- Members of the public may reserve the glass display cabinet up to three times a year, or more than three times a year at the discretion of the Library Director or their designee.
- Displays in whole or in part on potentially controversial topics (for example: euthanasia, capital punishment, gun control, abortion, etc.) should represent as many opinions toward the topic as possible to create a balanced representation.
 - Religious and political displays must not advocate for a single point of view or for a current political issue or election.
- The display or items on display must not be priced for sale. The displayer may leave their contact information near the display or items on display in the form of a business card or small sign with the displayer's name and contact information.
 - This provision does not apply to sponsored or co-sponsored exhibits or approved art exhibits.
 - The library director is authorized to make exceptions for the sale of displays and items on display where an agreed upon portion of the proceeds is donated to the library, Friends of the Amery Area Public Library, or for the sale of items displayed by program performers.
 - All displays must have clear signage provided by the displayer explaining the content of the display and must include language stating: "The Amery Area Public Library does not endorse the viewpoint or belief of any display or displayer." The signage must be approved by library staff.

Bulletin boards and other public display spaces

Amery Area community service postings will be allowed, if such postings are applicable to members of the Amery Area community (i.e. benefits, church fundraisers, lost pets, etc.) and are allowed at the sole discretion of the Library Director or their designee.

Disclaimers

- Those who object to the content of any exhibit held at the library should submit their written complaint to the Library Director.
- The Library Director and the Library Board of Trustees reserve the right to deny display space to any individual or organization at any time.
- The Library is not responsible for returning materials.
- The Library assumes no responsibility for the preservation or protection, and no liability for possible damage or theft, of any item exhibited or posted. All items placed in the library are there at the owner's risk.

Amery Area Public Library Statement of Concern: Programs or Displays

1. Title of program, display, or exhibit

2. Location

3. Department

- Youth Services
- Adult Services
- Outreach
- General

4. Request initiated by (name)

5. Phone

6. Address Street/ City/ Zip

7. Do you represent

- Yourself
- Organization _____

8. What specifically causes you to be concerned about this program? Please include sources to support your objections.

9. Did you attend this event or view this exhibit in its entirety?

- Yes

o No

10. What do you think would be the result of a patron viewing this material or attending this program? Please include sources to support your objections.

11. Is there an age for which you would recommend this program?

12. Are there any positive aspects to this event or exhibit?

13. What would you say the theme or purpose of the event is? Did it meet that purpose in your opinion?

14. Is there a program, event or exhibit you would recommend in place of this material?

15. What specific action would you recommend to library leadership?

16. Signature

Date
