

## Verona Public Library Community Bulletin Board Policy

The Verona Public Library provides space on its public bulletin board and brochure holders for notices, announcements, and community events.

Events appropriate for posting include concerts, cultural events, lectures, and workshops. This includes programs of a cultural, recreational, educational, or community service sponsored by an individual or non-profit organization, including fundraisers, and free educational programs offered by for-profit organizations. Events occurring outside the city may be considered on a space available basis.

The library will not display commercial advertisements, legal notices, job postings, notices of sale, or listings of personal or professional services. Political campaign literature, promotion of religious viewpoints, and hate speech may not be posted. Materials must be appropriate for viewing by all ages.

**All notices are subject to the following guidelines:**

- All items must be dated upon posting.
- Only one copy of the same notice is allowed.
- Items may not be posted more than two weeks prior to the event.
- Due to space constraints, preference will be given to posters 8.5 x 11 and smaller.
- No signs or posters are allowed in other areas of the library or on the library grounds.

The library does not endorse any organization or individual displaying materials nor its beliefs or policies. **All notices posted in the library become the property of the library and may be removed and discarded at any time.** The library does not accept responsibility for returning notices and posters to their owners.

Library Board adopted on 4/2/2003

Revised on 12/4/19

Reviewed on 8/3/2022

Revised on 8/6/25