



Public Notice Bulletin Board Policy

Bulletin board materials may be submitted for posting by local, community organizations for nonprofit, civic, educational, or cultural purposes. For-profit business postings or flyers soliciting customers are prohibited. Local organizations may submit literature publicizing a community event.

The director must approve all postings and may prohibit postings which do not meet library guidelines. Library staff will place and remove postings promptly. Limited space generally allows only short-term notices.

If the organization wants the posting returned, write the name and telephone number of a person to be contacted on the back of the flyer before leaving it at the library for posting. The Library will hold the item for 3 business days following notification of removal of the flyer, unless prior arrangements have been made.