

Garrett Public Library

Public Sign, Display and Bulletin Board Policy

The Garrett Public Library recognizes that, as a community space, patrons and institutions may wish to place signs on library property, including the exterior of the building, or on our bulletin board. Further, GPL provides limited space for display of works of art and crafts as well as display of private collections. The following guidelines will help balance the legitimate needs of the community with the library's desire to keep a welcoming, well-maintained atmosphere for all patrons.

Questions and comments about this policy are welcome and may be addressed to the director.

Public Signs

Approval for placing signs on library property, including on the exterior of the building or on the library's LED sign, will generally be limited to local community agencies with which the library partners, and only on a short term basis. No approval will be given for political, sale, or personal signs. Any such signs placed will be taken down.

All requests for approval must be made to the director.

Bulletin Board

GPL does offer a community bulletin board by our north entrance. Requests to place materials on the bulletin board may be submitted for posting by organizations for civic, educational, or cultural purposes. Such organizations may submit literature publicizing a specific event. The director must approve all postings and may prohibit postings which do not meet library standards. Granting the use of the bulletin board does not imply endorsement by the library.

- The library accepts posters up to a standard 8 ½" X 11" size.
- Posters will be displayed for 6 weeks. After that time, a representative may come to retrieve their poster or a library staff member will remove the items for disposal.
- Some community service posters may be kept on display for an extended period of time.

Exhibit Case

There is an exhibit case in the south hallway outside the Community Room. Local exhibits will be displayed from time to time. Such exhibits are encouraged as a cultural expression of local community activity. The use of the Library facilities for exhibits or displays is not a right but a privilege which is subject to review by the library director.

Approved by the Garrett Public Library Board of Trustees on September 13th 2016.