

Dunlap Public Library District Display Policy

Adopted October 2014

Last Reviewed 23 October 2023

I. Statement

- a. Displays and exhibits in all departments will direct attention to Dunlap Public Library District's materials and services.
- b. The Library has sole discretion regarding selection, timeline, and in what manner objects loaned are exhibited. The Library reserves the right to reject any part of an exhibit or display or to change the manner of the display. The Library will receive no fees or commissions in connection with any exhibit or display.
- c. Because displays, bulletins boards, and exhibits are seen by anyone who enters the Library, the Library does not allow material containing images that include significant elements of sexually explicit imagery, nudity, or graphic depictions of violence.

II. Community Bulletin Board

- a. All posters (also called flyers, brochures, etc.) must be submitted for Library approval prior to display.
- b. Posters should be no smaller than 4"x4" and no bigger than 8½"x14". Space is limited.
- c. There is no charge to display a poster.
- d. The entryway bulletin board is the only bulletin board for general informational purposes. All other bulletin boards within the library have designated purposes.
- e. Because of limited space, the Library will prioritize posters for the entryway bulletin board and display racks in the following manner:
 - i. Information concerning the Dunlap Public Library District
 - ii. Dunlap information
 - iii. Peoria County information
 - iv. Entertainment information
 - v. Commercial advertisements
- f. Religious and political materials are permissible for informational purposes or special events; materials which have the primary effect to proselytize for a single point of view will not be displayed.
- g. No organization or individual shall be permitted to place in the library any box, receptacle or canister which solicits monetary donations. However, posters announcing bazaars or programs sponsored by any local, educational, religious, or fraternal organization will be permitted provided they fit within the rest of the parameters of this policy.
- h. Posters will be displayed for two (2) weeks.
- i. Posting a notice or placement of the materials in a display rack does not imply endorsement by Dunlap Public Library District staff or Board of Trustees.

The Director reserves the right not to display any poster deemed inappropriate for the Library.

III. Library Displays & Exhibits

- a. New Materials are constantly on display at the Library, on a rotating basis, changing approximately every three months.
- b. The Library displays materials from its own collections to provide materials for exhibitions on a variety of topics and interests, appealing to the diverse interests and concerns of the community. Exhibit and displays should complement Library collections and services.
- c. The planning and scheduling of such displays and the decision as to which materials and posters will be included is entirely at the discretion of the Library's staff.

IV. Reconsideration of Display/Exhibit

- a. Any community member has the right to request reconsideration of content in Library displays and exhibits. A Request for Reconsideration of Library Display/Exhibit may be submitted to the Library Director.
- b. If the patron feels that their recommendation has been answered unsatisfactorily, they may appeal to the Board of Trustees. The Board's decision is final.