

BULLETIN BOARD POLICY

The Moffat Library of Washingtonville's mission is the diffusion of useful knowledge. In keeping with this, the library offers a bulletin board with which to alert the community to local events of a cultural or educational nature.

REGULATIONS

Members of the public are not permitted to post notices. Only authorized library personnel may post notices on the Library bulletin board. Any notice to be considered for posting must be submitted to the Library Director for approval.

Notices posted without authorization will be removed.

The bulletin board is not to be used for advertising for commercial purposes.

All notices intended for posting on the Library bulletin board must contain the following:

- name of sponsoring agency; and
- address and telephone number of sponsoring agency or authorized representative.

Notice size (physical dimensions) can be restricted if deemed necessary to maximize available space.

Notices may be removed when they are no longer timely or when space is required for more current items.

The Library does not necessarily advocate or endorse the viewpoints of organizations permitted to post notices on the Library bulletin board. The Library accepts no responsibility for loss or damage to any item accepted for posting.

*Moffat Library Board of Trustees
Approved 9/26/05*