

Display and Distribution of Community Information for Public Policy

Policy Number:	PS-003-OPL
Policy Category:	Public Service
Approved by:	Oakville Public Library
Accountability:	Director, Community Engagement
Approval Date:	
Effective date:	June 2018
Next Review Date:	June, 2021
Supersedes:	Displays – Section 5.10 Service Policies and Procedures

Purpose:

Oakville Public Library supports the display and distribution of information to the community by posting approved information through its channels (information boards, display spaces etc.).

The purpose of the policy is to establish the conditions governing the display and distribution of community information.

Scope:

This policy applies to all material displayed through the community information channels.

Policy Statement:

Oakville Public Library is an information source for customers and, as such, has designated bulletin boards and display spaces available for postings of community interest.

Acceptable displays and postings include, but are not limited to, the following types of materials:

- Culturally important
- Community Interest
- Works of local artists and artisans

Displays and postings of a commercial nature will not be permitted unless they have cultural or community importance. Postings of local, community interest have priority.

Unacceptable displays and postings include, but are not limited to, the following:

- Partisan or political for individual political parties or candidates
- Advertisements or solicitations for business
- Promotions of a specific faith

All material submitted for display approval becomes the property of the Oakville Public Library. Oakville Public Library cannot guarantee everything will be posted or displayed and reserves the right of refusal. Oakville Public Library reserves the right to dispose of material.

All information posted through community information channels must be pre-approved by Oakville Public Library. Information Oakville will administer this policy and all submissions must be provided for approval and distribution.

The granting of display space does not imply endorsement of the posted material by the Oakville Public Library.