

Phelps Community Memorial Library Exhibits Policy

The use, by individuals or organizations, of the Library's facilities for displays and/or exhibits is not a right but a privilege, which is subject to review by the Board of Trustees.

The Library Director may grant the privilege of placing exhibits and displays in the Library, subject to the following conditions:

- A. No poster, display, exhibit, pamphlet, brochure, leaflet or other material shall be exhibited, displayed or placed in the Library without the permission of the Library Director.
- B. No outside organization or individual shall be permitted to display or exhibit any materials, leaflets or posters which advocate the election or defeat of a candidate for public office, which advocate an affirmative or negative vote for or against any proposition – whether political or otherwise – or which pertain to religious matters applying to only one faith or sect.
- C. Organizations and individuals shall be permitted to place in the Library; boxes, receptacles or containers, which solicit non-monetary donations for charitable enterprise. The library will not display or otherwise endorse any trademark or commercial logo. However, posters announcing bazaar or programs sponsored by any local educational, religious or fraternal organization may be displayed provided there is room for such display and they are of reasonable size. Such displays shall be on a “first-come, first served” basis.
- D. The Library assumes no responsibility for the preservation, protection or possible damage to or theft of any item displayed or exhibited. All items placed in the Library are accepted at the owner's risk.
- E. A bulletin board in the library will be dedicated for posters, brochures, menus, etc. of local businesses and organizations to be posted for one month. A file will be developed for display for use by patrons and visitors. These items are for informational purposes only; they are in no way an endorsement by the Library. A disclaimer will be displayed on the board and in the file to this effect.