

COMMUNITY BULLETIN BOARD POLICY

As a community service to non-commercial and non-profit organizations engaged in educational, local governmental, cultural, intellectual or charitable activities, Flossmoor Public Library provides a bulletin board for posting or distributing announcements of civic events, programs, or informational material. The use of the Library bulletin board is subject to the following conditions:

The bulletin board is intended to provide information to the public on upcoming events or programs sponsored by local non-profit or non-commercial organizations.

The bulletin board is not intended to advertise items or services for sale by commercial entities, profit organizations or individuals, or items relating to political campaigns, garage sales, rental properties, or want ads.

The bulletin board is not intended for individuals to solicit memberships in groups or clubs or other organizations.

Materials must be submitted to the Library for review and may be posted if there is room and it is of an appropriate size. Posted materials shall be approved and posted by a designated staff member. Staff will remove and dispose of items which have not been approved.

Organizations are not permitted to place in the Library any receptacle or container which solicits donations or advocates or solicits consideration of any product or item sold by any commercial or charitable enterprise without the permission of the Library Director.

The Library will display qualifying materials on a first-come, first-served basis.

The Library assumes no responsibility for the preservation, protection or possible damage or theft of any item displayed or posted. All items placed in the Library are done so at the owner's risk.

Dated materials will be removed the day after the event and the Library will dispose of the materials.

Revised by the Board of Trustees: November 11, 2014

Revised by the Board of Trustees: November 12, 2019

Reviewed by the Board of Trustees: June 14, 2022

Reviewed by the Board of Trustees: May 13, 2025