

## Grand Island Memorial Library

### DISTRIBUTION OF COMMUNITY INFORMATION POLICY

The Grand Island Memorial Library accepts printed materials of educational, cultural or civic interest to the community for general distribution. Distribution of materials does not indicate the Library's endorsement of the ideas, issues or events promoted by those materials.

Library materials receive priority for distribution.

1. Any materials to be considered for distribution must be submitted to the Library Director for approval. Materials left without authorization will be discarded.
2. Display and distribution depend on space available for such purposes. The Library reserves the right to limit quantities. The Library may limit the frequency with which materials may be distributed by the same organization.
3. Dated materials will be removed when they are no longer timely or when space is required for more current items.
4. The Library assumes no responsibility for the preservation or protection of any materials delivered for distribution. Materials will not be returned.

The following will not be accepted for distribution:

- Materials endorsing or opposing the election of any candidate for public office
- Materials endorsing or opposing the adoption of federal, state or local legislation
- Materials promoting commercial products or services

Distribution of community information is based on the provisos of this policy and not on the content, viewpoints, beliefs or affiliations of the organizations that generated the information. Failure to comply with this policy may result in denial of distribution privileges.

*This policy is determined by the Library Board of Trustees and is subject to periodic review and/or revision at the discretion of the Board. Appeals may be submitted to the Board in writing.*

Adopted 07-19-07

Updated and adopted 5-3-18

Reviewed and adopted 1-12-23