



Lancaster Public Library Bulletin Board Policy

The Lancaster Public Library (LPL) recognizes its role as a source of sharing community information. It is the policy of LPL that bulletin boards are available for the posting of notices related to library business, library- sponsored or partnered activities, other community activities and items of educational, cultural or civic interest to our community. Posting of notices does not indicate LPL endorsement of the ideas, issues or events promoted by those notices.

1. LPL bulletin boards are intended for items such as announcements of educational, social, cultural, neighborhood, or entertainment activities; flyers, brochures, or schedules sponsored by nonprofit organizations or government agencies relating to services provided to the public, etc. Bulletin boards are not intended to be used as a forum for the expression of the views or opinions of individuals or groups. Bulletin boards are not intended to be used to promote commercial products or services.
2. Any notice to be considered for posting must be submitted to the LPL Director for approval. Only authorized LPL personnel may post or remove notices. Notices posted without authorization will be removed.
3. In fairness to the numerous community groups, the LPL may limit the frequency and volume of posting notices from the same group.
4. All notices posted on LPL bulletin boards must contain the name and contact information of the sponsoring agency and/or its authorized representative.
5. Notice size may be restricted to maximize available space. Suggested size is 8.5" X 11" or smaller.
6. Notices will be removed when they are no longer timely or when space is required for more current items.
7. The LPL assumes no responsibility for the preservation or protection of any materials delivered for posting. Materials will not be returned.



8. The following will not be accepted for posting:
 - 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.
9. Posting authorization is based on the provisions of this Policy and not on the content, viewpoints, beliefs or affiliations of the organizations providing print materials.
10. Failure to comply with this Policy may result in the denial of posting privileges.

Adopted: November 1994

Amended: September 12, 2019

Reaffirmed by the Lancaster Public Library Board of Trustees at a public meeting on March 16, 2023.

Amended by the Lancaster Public Library Board of Trustees at a public meeting on September 10, 2026.