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Policy on Exhibit Spaces, Bulletin Boards, and Literature Racks

The mission of the Batavia Public Library is to provide and ensure access to materials and services to meet the lifelong learning needs of residents and organizations, as well as to create a welcoming place to gather, exchange ideas, and participate in cultural events.

As part of its spectrum of services, the Batavia Public Library provides exhibit spaces, bulletin boards, and literature racks (hereinafter “display areas”). In addition, the Library makes display areas available to the public.

The Library functions as an intellectual and cultural resource for the community. Display areas are a means through which the public can visually share experiences, appreciate special interests, and exchange information.

Library Bill of Rights. The uses made of display areas shall conform to the Library Bill of Rights: Article 1 states, “Materials should not be excluded because of the origin, background, or views of those contributing to their creation.” Article 2 states, “Materials should not be proscribed or removed because of partisan or doctrinal disapproval.” Article 6 maintains that exhibit spaces should be made available “on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.”

Use of Display Areas by the Library:

- In developing Library exhibits, printed materials, and publications, staff members should endeavor to present a broad spectrum of opinion and a variety of viewpoints.
- The Library should not shrink from developing exhibits, printed materials, and publications because of controversial content or because of the beliefs or affiliations of those whose work is represented.
- Just as the Library does not endorse the viewpoints of those whose works are represented in its collection, the Library also does not endorse the beliefs or viewpoints of topics that may be the subject of Library exhibits, printed materials, and publications.

Use of Display Areas by Others:

- The Library makes available designated exhibit spaces, bulletin boards, and literature racks for use by individuals or community groups engaged in not-for-profit educational, cultural, intellectual, or charitable activities.
- No fees are charged for the public use of display areas. However, public use of display areas is subject to limitations of space and security of property.
- Library-sponsored use of display areas has priority over all other uses.

- The Library shall review in advance materials (posters, literature, works of art, etc.) intended for the public use of display areas. Materials that are obscene, child pornography, or harmful to minors are prohibited.
- The Library shall post a permanent notice on or near exhibit spaces, bulletin boards, and literature racks stating that the Library does not advocate or endorse the viewpoints or beliefs represented by the individuals or organizations that sponsor or create the materials displayed in these areas.
- Exhibit Spaces Only: The origin of individual exhibits shall be posted on or near the appropriate exhibit space.
- Exhibit Spaces Only: The Library does not provide insurance for exhibit materials (such as collectibles or works of art) that are not owned by the Library, and is neither responsible nor liable for such materials that are lost, damaged, or stolen. Prior to the use of exhibit space, exhibitors shall provide the Library with an inventory of materials placed on display, and shall provide the Library with a waiver signed by the exhibitors in a form approved by the Library.

Administrative Rules and Regulations:

- The Library Director may establish administrative rules and regulations regarding the time, place, and manner of use of exhibit spaces, bulletin boards, and literature racks, so long as the rules are content-neutral and are applied in the same manner to all groups wishing to use such display areas.
- Criteria for the use of these spaces may include (but are not limited to) the size of materials to be displayed, the length of time materials may remain on display, the frequency with which materials may be displayed or posted for the same group, and the geographic area from which notices and literature will be accepted.

Intellectual Freedom. The Library should not censor or remove an exhibit because some members of the community may disagree with its content. Those who object to the content of any exhibit held at the Library may submit their complaint according to the administrative rules and regulations established by the Library.

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- Adopted by the Board of Trustees on Tuesday, 17 May 2005 (Resolution 2005–008)