

Brodhead Memorial Public Library Display and Exhibit Policy

Adopted by the Library Board of Trustees March 13, 2025

Purpose

The Brodhead Memorial Public Library's Display and Exhibit Policy provides a basis for the display of Library materials curated by Library staff, informs the public about the principles and criteria upon which these decisions are made, and promotes the purposes of the Library's mission and vision.

Displays

The Brodhead Memorial Public Library endorses the American Library Association's "Library Bill of Rights," "Freedom to Read," and "Freedom to View" statements, which are available at the bottom of this document.

Library staff use the following criteria in making decisions about display topics, materials, and accompanying resources:

- Community needs and interest
- Availability of display space
- Historical, cultural, or educational significance
- Connection to other community or national programs, exhibitions, or events
- Relation to Library collections, resources, exhibits, and programs

The Library will strive to include a wide spectrum of opinions and viewpoints in both dedicated displays, and in books displayed on the Library's shelves. Displaying a topic does not constitute an endorsement by the Brodhead Memorial Public Library or the City of Brodhead of the content of the display, or of the views expressed in materials on display. Library displays exist in many formats, including but not limited to signs, flyers, artwork, and collections of Library materials.

Library displays will not exclude topics, media, or other resources solely because they may be considered controversial. The Library preserves the right of citizens to obtain information on all sides of potentially controversial issues so that everyone can decide for themselves the value of opposing ideas. In representing various sides of a question, the

Library provides citizens with reliable sources of information on which to base informed decisions in their daily lives.

The library has a responsibility to protect the rights of all patrons; displays which may be considered frank or offensive to some are permitted if they adhere to the Library policy and contribute to the furtherance of its mission and vision.

Community Displays & Library Display Case

In the spirit of community partnerships, the library provides limited, designated space for displays for non-commercial purposes, by individuals, non-profit organizations and civic groups. Space is provided on an impartial basis, regardless of beliefs or affiliations of individuals or groups requesting space. The following guidelines apply to community displays within the library:

1. Displays should be educational, informational, civic, historic, artistic, or cultural in nature.
2. *Historical* political and religious exhibits or displays are permissible for informational purposes; displays, which advocate for a single point of view, or a current political issue or election will not be permitted.
3. Displays must be appropriate for a wide-range of ages. The library does not restrict access to displays based on age.
4. Displays are available on a first-come, first served basis and are approved by the Library Director or his/her designee.
5. Those who display must use only the space assigned to them. Community displays that require re-arranging of library furniture, additional display cases, or utilize space other than the designated display cases require permission from the Library Director or from his/her designee.
6. Articles on display may not be priced for sale. The displayer may leave contact information near the items in the form of a business card, or signage with the displayers name and contact information. This provision does not preclude library co-sponsored exhibits. The Library Director is authorized to make exceptions for sale of the art display items where an agreed upon portion of the proceeds is donated to the

library, the Friends of the Library, or for the sale of items displayed by program performers.

7. All Displays must have clear signage *provided by the displayer* explaining the content of the display. This signage must be approved by the Library Director or his/her designee to ensure it conforms to the library's policies and standards.
8. When displaying any items of value, the displayer will agree to hold harmless the Brodhead Memorial Public Library for any damage or loss to the items. This agreement is contained in the library's waiver form signed by the displayer prior to the items being displayed.
9. The library reserves the right to remove/discontinue a display at any time.
10. All items for display shall be submitted ready for exhibit. The Library will not furnish construction paper, letters, or other supplies. Adhesives may not be applied to the walls.
11. People and organizations using the facilities shall leave it neat, clean, and in orderly condition.
12. Groups will remove displays at the agreed time.
13. Display items not picked up within 30 days following the conclusion of a display or exhibit will be considered to be a donation to the Brodhead Memorial Public Library.

Addenda

Library Bill of Rights: <http://www.ala.org/advocacy/intfreedom/librarybill>

ALA Freedom to Read Statement:

<http://www.ala.org/advocacy/intfreedom/statementspols/freedomreadstatement>

ALA Freedom to View Statement:

<https://www.ala.org/advocacy/intfreedom/freedomviewstatement>