



## EUCLID PUBLIC LIBRARY BOARD OF TRUSTEES POLICY **DISTRIBUTION OF COMMUNITY INFORMATION**

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Limited space will be provided for the distribution of community information, free handouts or the posting of flyers, notices and posters, which present current and relevant news about non-profit organizations or events, or educational, cultural, public interest, or recreational services. Distribution or posting of community information materials does not necessarily carry the library's endorsement of the issues or events promoted by the materials.

### **GENERAL INFORMATIONAL LITERATURE**

The Community Relations Coordinator will determine if, how, and where literature is displayed. The quantity of literature displayed in or distributed from any location and the length of time it remains on display is at the discretion of the Library.

Literature not permitted for display or distribution includes commercial advertising; brand-name or home sale items; business cards and material aimed primarily at soliciting members, requesting donations, raising funds, or selling merchandise. Exceptions include cultural organizations (ballet, opera, theater, etc.) and special event fliers for local non-profit organizations (a pancake breakfast to benefit youth soccer, for example.)

### **CAMPAIGN LITERATURE**

Prior to an election, campaign literature may be placed in the Library for display and/or distribution to the public. If there is formal opposition to a ballot issue, equal consideration shall be given. The Library assumes no responsibility for notifying candidates or campaign committees that do not provide the appropriate campaign literature to the Library. All literature relating to candidates and issues will be cleared before the polls open on Election Day.