



POLICY: Displays in the Library

Purpose

Ilsley Public Library is a community hub for communication and the exchange of ideas, including displays. This policy lists the types of materials that may be displayed in the library and lists the guidelines and limitations for display.

Statement of Policy

Community groups and individuals are allowed to display signs, announcements, informational posters, art, and non-religious decorations, provided they observe the procedures and restrictions below. Such displays do not indicate that Ilsley Public Library endorses the content of the display. The library will make its display areas available to any community group or individual on an equitable basis, regardless of origin, age, background or view. If a display is rejected by the library staff, the group or individual may appeal the rejection to the Board of Trustees. The Trustees' decision shall be final.

Implementation

Signs and Announcements

- The library maintains a slatwall display space for community signs and announcements across from the main welcome desk.
- Permission is required to post a sign or announcement, and signs and announcements must utilize the acrylic sign holders. Use of slatwall space is on a first-come, first-serve basis.
- Signs and announcements may be displayed for up to two weeks on the slatwall
- Signs and announcements may be no larger than 11 by 17 inches ,and shall have the date of posting written in the lower right corner. Signs and announcements may not be posted for commercial or personal purposes, such as real estate, personal ads, garage sales, and items for sale.

Informational Posters and Displays



- Permission from the library director is required to display an informational poster (tri-folds, foamboards, anything that stands, leans, or occupies depth). Interested parties should email the library director.
- Informational posters and accompanying materials may be displayed for up to two weeks.
- Informational posters may not be for commercial purposes or have commercial gain as their primary objective. The posters and any accompanying materials cannot advocate for or against any individual running for elected office or any particular local, state, or national ballot item.

Art

- The library maintains exhibition hardware in three spaces, which may be used displaying community art: the Chris Bohjalian and Victoria Blewer Community Gallery; the library's Great Room; and the atrium wall by the Main Street entrance.
- Permission from the director is required for exhibiting art. Interested parties should contact the Adult Programming Librarian.
- Art may be exhibited in the library for a minimum of four weeks and a maximum of six weeks. Art may be displayed for sale. Art must fit within the designated space and/or be able to be supported by the library's exhibition hardware. It is the responsibility of the exhibitor to set up and remove such exhibits.
- Ilsley library is not responsible for any loss or damage a work of art might incur during its exhibition.

Decorations

- The library permits display of non-religious decorations for up to six weeks, subject to the approval of the director.
- It is the responsibility of the donor to set up and remove the decorations.

Sources

"User-Initiated Exhibits, Displays, and Bulletin Boards: An Interpretation of the Library Bill of Rights", American Library Association, July 26, 2006.

<http://www.ala.org/advocacy/intfreedom/librarybill/interpretations/exhibitsdisplaysbulletinboards> (Accessed August 30, 2020) Document ID: 242e7e1c-9554-9ee4-dd1e-7f5bf9e597d5

Adopted by the Ilsley Public Library Board of Trustees on November 14, 2000



Amended on December 10, 2018; February 8, 2021; May 12, 2025; April 13, 2026.