



**MANISTEE COUNTY LIBRARY**  
**95 MAPLE STREET, MANISTEE MI 49660**  
**P: (231) 723-2519 F: (231) 723-7280**  
**WWW.MANISTEELIBRARY.ORG**

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## **Bulletin Board Policy**

Manistee County Library provides a space for display notices of public interest submitted by groups, organizations, or governmental units engaged in non-profit educational, cultural, intellectual, civic, or charitable activities.

The Library reserves the right to determine that a proposed posting meets the guidelines of this policy, and to decide appropriate placement for postings and any literature to be distributed.

Only MCL-approved postings will be permitted. Tracts or publications placed in the Library without prior approval will be removed and discarded. The Library Director or designee will date and initial all postings. Commercial or partisan political items will not be posted or distributed, nor will items that are obscene, defamatory, or slanderous in any way. All materials that violate local, state or federal law, would cause the Library to violate local, state, or federal law, or that violate other Library policies are not permitted.

The Library reserves the right to remove postings, and once materials are removed from the bulletin board, the Library makes no guarantee or promise to return the material to the original owner. Posting of materials cannot be construed as the Library's endorsement of any issues or events promoted by these materials. Postings will not use the Manistee County Library logo nor advertise events as partnerships with the Library, nor shall postings imply endorsement by the Library or its trustees.

In order to maximize the use of limited display space, time and size restrictions are set as follows:

- Items may be posted up to 14 days before an event, and should be removed promptly after the scheduled event
- Items which are not date sensitive may be displayed for up to 30 days
- Postings may not be larger than an 8.5 x 11 sheet of paper
- A single copy of the announcement or notice will be posted in only one place in the Library

Any questions regarding this policy should be directed to the management team.