

POLICY 4.8.2

BIBLIOTHÈQUE PUBLIQUE DU CANTON DE RUSSELL TOWNSHIP OF RUSSELL PUBLIC LIBRARY



Type of policy :	Operational policy
Titre de la politique :	Community information
Policy number :	4.8.2
Approval date :	June 23, 2004
Dates of modifications:	September, 2013 April 23, 2015
Date of next review :	2020

The Library believes it can play an important role in the dissemination and promotion of community information.

- A. (i) A bulletin board is available in each library branch for the posting of community information.
(ii) A binder is available in each library branch for the posting of other community information and resources.
(iii) Information about a Township of Russell not-for-profit community organization or a local community event may also be added to the video screen postings
- B. The “Community Calendar” section of the library’s web site presents a list of community events.
- C. The community information bulletin board and the web site’s community calendar are reserved for:
 - (1) Township of Russell not-for-profit organizations;
 - (2) Eastern Ontario not-for-profit organizations.
- D. Material intended for the community information bulletin board must be submitted to the person in charge of the library branch. That person is responsible for the use of the material in keeping with library policy.
- E. The community resources binder is reserved for Township of Russell for-profit organizations and businesses.
- F. Material intended for the community resources binder must be submitted to the person in charge of the library branch. That person is responsible for the use of the material in keeping with library policy.
- G. Material intended for the on-line community calendar and video screen postings must be submitted to the library CEO who is responsible for the use of the material in keeping with library policy.

- H. The library CEO is responsible for the application of this policy.
- I. The library reserves the right to accept, refuse or remove any material.