

POLICY 4.8.2.1

BIBLIOTHÈQUE PUBLIQUE DU CANTON DE RUSSELL TOWNSHIP OF RUSSELL PUBLIC LIBRARY



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| Type of policy : | Operational policy |
| Title of the policy : | Posting policy |
| Policy number : | 4.8.2.1 |
| Approval date : | June 23, 2004 |
| Dates of modifications: | September, 2013 May 28, 2015 |
| Date of next review : | 2020 |

- A. Bulletin boards, video screens and all other areas in the library where posting is permitted are reserved for:
- (1) library programs and services and library-related information (ex.: reading, literacy, public internet access, etc.);
 - (2) information of public interest submitted by the *Corporation of the Township of Russell* and the *United Counties of Prescott and Russell*;
 - (3) information about community organizations and events.
- B. Display units, tables and circulation desks are reserved for:
- (1) library information sheets and leaflets ;
 - (2) government services information sheets and leaflets ;
 - (3) magazines and periodicals ;
 - (4) leaflets and information sheets related to the library's theme exhibits.
- C. All material 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.
- D. The library CEO is responsible for the application of this policy.
- E. The library reserves the right to accept, refuse or remove any material.