

Posting Policy

Purpose

In keeping with its mission to be the information and cultural center of the community, the Westport Library (the “Library”) may provide a notice board for public notices to be posted in the library, subject to the provisions of this policy. The purpose of this policy is to establish guidelines by which such information and notices will be posted and to ensure that the guidelines are applied without discrimination and in the best interests of library users.

Guidelines for Use

Westport-based non-profit organizations engaged in educational, cultural, intellectual, or charitable activities may request that a notice be displayed on the notice board provided for this purpose. Notices will be reviewed by Library staff for compliance with this policy prior to being placed on the notice board.

Items posted on the community events bulletin board do not imply endorsement by the Westport Library for any organization, cause, or activity. The Library does not assume responsibility for the preservation, protection, or possible damage or theft of any item displayed on the community notice board.

No sign or poster may be posted on or around the exterior of the library building or inside the Library building without staff approval and in accordance with this policy. The Executive Director may make an exception to this posting policy if the sign or poster is related to an event or service sponsored or co-sponsored by the Library or otherwise contributing to its mission.

Enforcement

The provisions of this posting policy will be enforced by the Executive Director at his or her sole discretion. All decisions, determinations, and actions taken by the Executive Director with respect to the posting policy are final and not subject to review

Adopted by the Library Board of Trustees on November 10, 2020.