

BASTROP PUBLIC LIBRARY DISPLAY CASE POLICY

MISSION STATEMENT

The mission of the Bastrop Public Library is to provide free and unrestricted access to informational, educational, cultural and recreational library materials and services in a clean, comfortable, secure environment for people of all ages.

- I.** The Bastrop Public Library provides one glass display case for displays of interest, information and enlightenment of the community. Individuals, organizations or community groups engaged in educational, cultural, intellectual or charitable activities are encouraged to use the library's display case. Any individual, organization or community group wanting to use the display case must complete an application and agree to the terms of this Display Case Policy.
- II.** Displays will stay up no less than one week and no more than four weeks. Individuals, organizations or community groups may present one display per year unless otherwise approved by the library director. It is the responsibility of the displayer to remove the display on the last day of the display. An inventory list of what is to be on display is required at the time of display. The displayer must provide their own signage for the display.
- III.** The Bastrop Public Library is not responsible for the preservation, protection, possible damage or theft of any item displayed. All items placed in the library are done so at the owner's risk. All individuals, organizations or community groups must sign a form that releases the library from any responsibility for displayed items.
- IV.** The Bastrop Public Library reserves the right to deny or accept the contents of each display.
- V.** The Bastrop Public Library reserves the right to remove items at the end of the display period.
- VI.** Displays are available to anyone who visits the library – both children and adults. Display must therefore meet "an acceptable standard to the community."
- VII.** The Bastrop Public Library does not advocate or endorse the viewpoints of individuals, organizations or community groups or their displays.
- VIII.** Materials from for-profit organizations used to sell products are not allowed in Library displays.

Revised: 07/28/15

Library Board Approval: 09/14/15

City Council Approval: