

9.31 Distribution of Non-library Information

Policy Statement:

In support of its role as a community information center, the Tonganoxie Public Library maintains distribution space (a pamphlet rack, bulletin board, and shelf space) for informational materials (flyers, notices, pamphlets, posters, and newsletters) that may be used by non-profit, non-commercial organizations or groups, which share the library's goal of serving the educational, cultural, and civic needs of the community and surrounding area.

Regulations:

1. The library reserves the right to deny permission to distribute material that is in conflict with this policy.
2. The library reserves the right to determine where and how information will be displayed or distributed. Information is posted at the discretion of library staff and subject to limits of space and time. Information may not be distributed on library grounds, outside the building.
3. The library is unable to accept responsibility for direct, regular distribution of informational materials.
4. The library is not liable for the preservation, protection, or possible damage or theft of any materials.
5. Posting of notices and distribution of material does not imply endorsement by the Tonganoxie Public Library.
6. No organization or individual will be permitted to circulate or post petitions, or to solicit funds or donations for any purpose.
7. The name of the sponsoring organization or agency should be clearly identified on the materials being distributed.
8. Informational materials to be posted and/or distributed should be of an educational, cultural, recreational, or philanthropic nature, or should supply nonpartisan information about the city, county, government, or community.
9. Information about events, opportunities, and services that charge fees may be posted in the library for a period of thirty days.
10. Materials that promote or advocate particular religious organizations or beliefs or specific political groups, issues, or candidates are not accepted.
11. Announcements of events and services offered by local religious organizations, school organizations, local non-profit organizations or agencies, or local governmental bodies may be accepted.
12. No informational material may be placed or removed on the display racks, display shelves, or bulletin board except by authorized library staff in accordance with this policy. Unauthorized non-library materials that are posted or placed in the library will be discarded. Unauthorized removal of items may result in the loss of library privileges.

14.2 Responsibilities of Library Boards

1. To employ a competent and qualified library director and work for sufficient financial support to provide a qualified staff.
2. To provide good working conditions and benefits for library staff members, opportunities for training and development and recognition of staff achievements.
3. To determine and adopt written policies to govern the operation and programs of the library.
4. To know the community and make sure the library's programs reflect the community's individual needs.
5. To create and monitor short and long range priorities for the library and secure adequate funds to implement the library's objectives.
6. To establish, support and participate in planned programs to market the library's services to the community.
7. To work for adequate financial support for the library, advocating for public support and participating in community fundraising.
8. To assist in the preparation of the library budget and defend it at budget hearings.
9. To monitor and finance the care of library facilities.
10. To plan appropriately for library automation.
11. To attend board meetings and make sure the accurate records are kept of all board proceedings and actions.
12. To know local and state laws that impact the library's programs and actively support needed library legislation.
13. To be aware of the services of the Kansas State Library and the Northeast Kansas Library System.