Wauwatosa Public Library Posting and Distribution Policy

Bulletin Boards and Brochures

The Library maintains space for non-profit organizations engaged in educational, recreational, cultural, intellectual, or charitable activities to post or distribute information about their organization, services, or events. The Library also maintains space for government agencies serving Wauwatosa residents to post information and official notices. Preference will be given to local events and announcements. Approval of materials does not indicate endorsement by the Library.

All materials must be submitted to designated Library staff members for approval. Library staff has complete and sole discretion to approve the material, or not. Materials that will not be approved include, but are not limited to, personal requests, commercial advertisements of products or services, campaign literature, and any materials deemed discriminatory. Decisions may be appealed to the Library Board. The Library reserves the right to determine the timing and placement of materials as space and demand permits. Library staff may remove material after 30 days, or earlier, at its discretion. Any material left without approval will be removed and discarded.

Materials should be of reasonable size for the space available. The appearance and content of materials must be suitable for the Library's general public service area.

Distribution of materials by individuals directly to patrons and solicitation and/or petitioning of any kind is prohibited in the Library.

Student Commons Chalk and Dry-Erase Boards

The Library has chalk and dry-erase boards (Boards) in the Adult Library Student Commons for use by the public. Writings, pictures, or other markings (Content) must be suitable for all Library patrons. Library Staff has sole and complete discretion to erase Content. Strictly prohibited Content is that which may be interpreted as:

1. Profane, obscene, explicit, or sexually graphic.
2. Abusive, threatening, or hateful.
3. Suggesting or encouraging illegal activity.
4. Promoting, fostering or perpetuating discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, gender identity, or sexual orientation.
5. Attempting to defame or defraud any person, organization, company, or governmental body.
6. Compromising the safety and security of the public.
7. Violating any local, state, or federal law.
8. Promoting political purposes, candidates, or content associated with any candidates for elected office, political parties, or ballot proposals.
9. Solicitations or advertisements including, but not limited to, promotion or endorsement of any financial, commercial, or non-governmental activity.

The Boards are not monitored at all times. Content on the Boards is subject to routine removal. The Library has the right to reproduce, distribute, publish, display, edit, modify, and otherwise use for any purpose in any form on any media all Content on the Boards.

The Library reserves the right to suspend or terminate public access to the Boards.

Content expressed on the Boards does not necessarily reflect the opinions of the Wauwatosa Public Library or its officers and employees.

WAUWATOSA PUBLIC LIBRARY
Illuminate your world

Adopted by the Board of Trustees of the Wauwatosa Public Library on April 17, 2019.

Revised by the Board of Trustees of the Wauwatosa Public Library on February 15, 2023.