



## **DISPLAY POLICY**

Sioux Center Public Library offers a limited amount of display space in the library for individuals and groups in the community that want to educate, inform, or engage the community. Display areas are not intended to be public forums for public speech and expression, but rather are intended to complement the library's educational mission and enhance the public's experience of the library.

Sioux Center Public Library subscribes to the use of its facilities in a manner consistent with the *ALA Library Bill of Rights*. Permission to use display space does not imply endorsement or approval of the displayer's beliefs, policies or programs by Sioux Center Public Library or its Board of Trustees.

### **Types of Displays**

- Works of arts, crafts, literature, or other cultural expression from community groups or organizations, students, professional artists and craftspeople, with an emphasis on those from Sioux Center and the surrounding communities.
- Historical or other artifacts that are educational or may otherwise complement the collections of the library.
- Informational material from town and state agencies, schools and non-profit organizations that may wish to publicize their organization or activities.

### **Display Areas**

- Glass Display Case near front entry
- Coffee Area
- Young Adult Area
- Children's Area

### **Selection Criteria**

- The Library Director or Administrative Assistant must approve all materials for display or exhibit.
- Availability of space
- Community interests and needs
- Historical significance or representation of emerging trend
- Quality of implementation
- Relation to past/future library exhibits or programs
- Suitability of physical form
- Vitality and originality

**Publicity**

The individual or organization mounting the display is responsible for publicizing the display.

**Installation and Removal**

It is the responsibility of the individual or organization to set up and remove the display on the agreed-upon dates.

**Insurance and Liability**

The individual or organization agrees to indemnify and hold harmless the City of Sioux Center, the Library, its employees, and the Board of Trustees from liability in case of theft, vandalism, fire or any other loss or damage to the exhibited materials. If exhibitors desire insurance, they must arrange for it at their own expense.

The individual or organization may be held liable for repairs to the Library that are a direct result of damages caused by a display or by its installation or removal.

**Request for Reconsideration**

The Library will not censor or remove a display, exhibit, or item solely because members of the community may object to its content. Individuals who object to a particular display, exhibit or item must complete a "Request for Reconsideration" form.

Individuals or organizations whose applications to display have been denied by the Library's selection committee may also submit a "Request for Reconsideration".

Requests for reconsideration will be answered in writing by the Library administrative staff. Should an individual wish to pursue the complaint, s/he may address the Library's Board of Trustees.

Approved 12/2020

Re-approved 12/2021

Re-approved 1/2023