Owen Sound & North Grey Union Public Library Policy	Policy # L 15
SUBJECT: Community Information	**Date:** **March 22, 2012** **Replaces 49-04 June 24, 2004** **Reviewed: Sept 24, 2015** **June 2019** **September 26, 2022** **October 19, 2026** **Next Review Date:** **October 2031**
BOARD AUTHORITY OR STAFF APPROVED: **Library Board Resolution 34-12** **Library Board Resolution 84-15** **Library Board Resolution 71-19** **Library Board Resolution 48-22** **Library Board Resolution 38-26**	**Page # 1 of 2**

Community Information

PURPOSE:
The Owen Sound & North Grey Union Public Library makes available information on community activities, agencies and organizations in order to facilitate access to resources within the community and as a partner in promoting community services and events. The library encourages the display of bulletins, brochures and posters regarding events in order that residents can fully participate in community activities. This policy sets out the types of information suitable for collecting, displaying and distributing in the library.

POLICY:

Section 1: Community Information Collection and Services

1. The library will collect and keep current information on the services of community agencies and organizations. This will include up-to-date information on:
    a) Municipal services
    b) Community groups
    c) Educational organizations
    d) Health and social services agencies and
    e) Religious, recreation and cultural institutions

2. The library will provide easy, convenient and confidential access to information on agencies and organizations.

3. The library staff will be knowledgeable about community agencies and organizations and capable of referring people appropriately and in a sensitive manner.

4. Patron confidentiality will be respected at all times.

Section 2: Community Information Displays in the Library

1. The library will make space available to display materials about community activities and events.

2. The display of material does not constitute an endorsement of any group.

3. The library staff will determine where and when to post or display all materials and information.

4. Materials will be accepted on a space available basis using the following priorities:
    a) notices of library programs, events, activities and services;
    b) notices of community interest from the local municipality and community agencies;
    c) notices of cultural, educational and recreational events;
    d) for profit event notices are posted only if space is available.

5. The library reserves the right to restrict the:
    a) length of time material is displayed;
    b) frequency with which material from the same group/organization may be displayed;
    c) quantity of material from the same group/organization;
    d) material based on size/format.

6. The library will not display or distribute:
    a) materials that contravene the Ontario Human Rights Code, federal or provincial laws and regulations;
    b) materials whose primary focus is partisan or political in nature, however political materials may be eligible when it announces meetings and forums for discussion of community issues;
    c) faith-based materials whose primary purpose is the promotion of faith, however events sponsored by local religious groups may be displayed;
    d) materials advertising and promoting commercial products or services;
    e) personal ads and notices including notices of items for sale or rent;
    f) multiple copies of the same posting on the bulletin board;
    g) petitions without library approval.

7. In the event of dispute about the acceptability of material for display the Library Board's decision is final.

8. All materials including bulletins, brochures and posters, regardless of format, become the property of the Owen Sound & North Grey Union Public Library and the library will dispose of the materials as it sees fit.

9. Questions or concerns may be directed to the CEO or designate.