

## EXHIBIT AND DISPLAY POLICY

**HISTORY:** The Tigard Public Library welcomes exhibits and displays. Exhibits and displays in the Library offer a means for public expression by individuals and groups in the community as well as enrich the Library by allowing it to serve in a community forum role. The purpose of this policy is to provide fair and consistent standards for the use of exhibit areas in the Library, thus ensuring appropriate use of these spaces in a manner that is consistent with the library's other service objectives. The Library welcomes the use of the display areas by the public, with priority given to the residents of Tigard in cases of date conflicts.

**POLICY:** The Tigard Public Library is committed to following guidelines for display set out in the Library Bill of Rights written by the American Library Association. In particular, Article I of the Library Bill of Rights states, "Materials should not be excluded because of the origin, background, or views of those contributing to their creation." Article 11 of the Library Bill of Rights states, "Materials should not be proscribed or removed because of partisan or doctrinal disapproval." Article IV maintains that exhibit space should be made available "on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use."

### **I. Display Policy and Purpose**

- A. The library functions as an intellectual and cultural resource for the community. Displays are a means through which the public can visually share experiences, appreciate special interests, and exchange information.
- B. When not being used to promote library-related or City of Tigard activities or services, display and exhibit spaces are available to community groups engaged in educational, cultural, intellectual or charitable activities and will be provided on an equitable basis to any such group which goes through the application process. The library reserves the right to designate and limit space, size, and location of displays or exhibits.
- C. Exhibit areas are accessible on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use. Those who object to or disagree with the content of any exhibit are entitled to submit their own exhibit, which will be judged according to the policies established by the library.
- D. The library will not act as an agent for the exhibitor. Artists are encouraged to post a statement about their work, but price tags or the posting of price lists are not permitted.

- E. In general, the library does not accept commercial notices for any group unless they have a special educational, informational, or cultural value to the community. The library does not accept any materials being offered for sale to the public unless the proceeds are intended to directly benefit the library.
- F. Display areas include but are not limited to:
  - 1. Display cases in public areas of the library
  - 2. Designated wall spaces in the Community Meeting RoomNo exhibits may be mounted by the public outside of the exhibit area defined in this policy, as they may interfere with other library operations and public safety, and present a cluttered appearance.

## **II. Display Guidelines**

- A. Displays are accepted at the sole discretion of the staff contact person and/or the Library Director. They should be designed as expressions of culture, have educational value, and promote the use of the library.
- B. The library has the right to review the materials before the exhibit is set up. The library will not accept displays, exhibits, posters, etc., which are judged either illegal, offensive or inappropriate for a public library setting (i.e. one that is free and open to persons of all ages). Exhibits/displays of a polemic or discriminatory nature will be refused. The decision of the Library Director may be appealed to the Tigard Library Board. The decision of the Library Board may be appealed to the City Council.
- C. Displays and exhibits will be accepted as long as they do not interfere with the daily conduct of library business and as long as it is made clear that the library does not necessarily endorse their contents or points of view. Displays and exhibits will be approved and scheduled as space permits. The sponsoring group or individual is responsible for creating the display, setting it up according to schedule, and removing it before the next scheduled display or exhibit.
- D. The fact that an organization or person is permitted the use of a library exhibit area does not in any way constitute an endorsement by the library of their policies or beliefs and no claim to that effect may be used in advertising.

**RULES:** see Policy.