	Authorized By:	<b>Salt Lake County Library Board of Directors</b>		
	Subject:	<b>Bulletin Board Policy and Community Information Policy</b>		
	Effective Date	Version #	Revision Date	
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## Policy Statement

The mission of Salt Lake County Library Services (the County Library) is to make information available to all segments of the community. To support this mission, the County Library intends to create a limited public forum by providing bulletin boards and other distribution space to organizations engaged in civic, educational, cultural, or charitable activities. Due to limitation of such space, the County Library has adopted the following viewpoint neutral time, place, and manner limitations for use of the bulletin boards and distribution space.

As a responsible organization offering accessible services, learning and exploration, the County Library endorses the [Library Bill of Rights of the American Library Association](#). The County Library also accepts the Association's [Interpretation of the Library Bill of Rights for Exhibit Spaces and Bulletin Boards](#). These documents were developed to assert clearly the commitment of libraries to the rights of freedom of speech and expression under the United States Constitution. Pursuant to these documents, the County Library will apply this policy in a viewpoint neutral manner.

The County Library does not assume any responsibility or liability for items submitted for display under this policy. The County Library does not necessarily advocate or endorse the viewpoints of the materials displayed under this policy.

## Regulations

### 1.0 Availability

#### 1.1 Bulletin Boards

1.1.1 Available space varies by location.

1.1.2 Where possible, separate bulletin boards will be used for library notices and public notices. When only one bulletin board is available and must be shared for Library and public notices, the following priority shall apply:

- a. Salt Lake County Library information;
- b. local, state, or federal government publications and information;
- c. private non-profit organizations' publications and information.


#### 1.2 Areas for Distribution of Community Information

1.2.1 "Periodical" as used in this section 1.2.3 means anything publicly circulated in print which is issued at regular intervals, usually monthly or weekly, and intended to be informational, such as newspapers or magazines.

1.2.2 Available space varies by location.

1.2.3 Library information will be given priority for available space. After that, the following priority shall apply:

- a. local, state, or federal government publications and information;
- b. private non-profit organizations' publications and information;
- c. periodicals.

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## 2.0 Eligibility

- 2.1 No denial of authorization may be based on the viewpoint of the organizations represented or expressed in the item to be posted or otherwise made available.
- 2.2 Notices and materials may not be posted without permission. The County Library reserves the right to reposition posted or placed materials for aesthetic purposes without regard for the viewpoints of the materials.
- 2.3. Public notices and community information acceptable for posting include information regarding civic, cultural, charitable, educational opportunities in the area, and notices from governmental agencies, and similar types of notices.
- 2.4 Public notices not acceptable for posting include commercial speech such as items for sale including estate and trustee sales, business cards, work wanted, business advertising, lost and found and similar types of notices.
- 2.5 Signs and literature which endorse specific candidates or positions of candidates running for office shall not be posted in the library or on library grounds ([UCA 20A-3a-501](#))
- 2.6 Materials posted under this policy may not exceed a maximum size of 11x17.
- 2.7 Library managers are responsible for approving or disapproving items to be posted.
  - 2.7.1 Staff will monitor items and remove items on a regular basis.
  - 2.7.2 No notice of removal will be given to the person(s) posting the item(s) and the item(s) will not be returned.

## 3.0 Reconsideration

- 3.1 If after speaking to a library manager, a library patron is not satisfied that their concerns in regards to bulletin boards or community information have been resolved; they may fill out the Reconsideration of Materials and Services form.

Approved by the Salt Lake County Library Board of Directors, March 22, 2010. Revised and reapproved by the Salt Lake County Library Board of Directors on August 24, 2015; March 23, 2021; August 22, 2022.

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## Addendum 1


### Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

1. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
2. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
3. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
4. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
5. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
6. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.
7. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.

Inclusion of "age" reaffirmed January 23, 1996.

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## Addendum 2

### EXHIBIT SPACES AND BULLETIN BOARDS

#### Interpretations of the Library Bill of Rights

Although the Articles of the *Library Bill of Rights* are unambiguous statements of basic principles that should govern the service of all libraries, questions do arise concerning application of these principles to specific library practices.

Following are those documents designated by the Intellectual Freedom Committee as Interpretations of the *Library Bill of Rights* and background statements detailing the philosophy and history of each. For convenience and easy reference, the documents are presented in alphabetical order. These documents are policies of the American Library Association, having been adopted by the ALA Council.


**Access to Digital Resources and Services:** Digital resources and services allow libraries to significantly expand the scope of information available to users. Like all resources and services provided by the library, provision of access to digital resources and services should follow the principles outlined in the *Library Bill of Rights* to ensure equitable access regardless of content or platform. Amended 2019

**Access to Library Resources and Services for Minors:** Library policies and procedures that effectively deny minors equal and equitable access to all library resources available to other users violate the *Library Bill of Rights*. The American Library Association opposes all attempts to restrict access to library services, materials, and facilities based on the age of library users. Amended 2019

**Access to Library Resources and Services Regardless of Sex, Gender Identity, Gender Expression, or Sexual Orientation:** The American Library Association stringently and unequivocally maintains that libraries and librarians have an obligation to resist efforts that systematically exclude materials dealing with any subject matter, including sex, gender identity, or sexual orientation. Amended 2020

**Access to Resources and Services in the School Library:** The school library plays a unique role in promoting intellectual freedom. It serves as a point of voluntary access to information and ideas and as a learning laboratory for students as they acquire critical thinking and problem-solving skills needed in a pluralistic society. Although the educational level and program of the school necessarily shapes the resources and services of a school library, the principles of the *Library Bill of Rights* apply equally to all libraries, including school libraries. Amended 2014

**Challenged Resources:** ALA declares as a matter of firm principle that it is the responsibility of every library to have a clearly defined written policy for collection development that includes a procedure for review of challenged resources. Amended 2019

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**Diverse Collections:** Collection development should reflect the philosophy inherent in Article I of the *Library Bill of Rights*: “Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.” A diverse collection should contain content by and about a wide array of people and cultures to authentically reflect a variety of ideas, information, stories, and experiences. Amended 2019

**Economic Barriers to Information Access:** All resources provided directly or indirectly by the library, regardless of format or method of delivery, should be readily and equitably accessible to all library users. Imposing any financial barrier may disadvantage users, and libraries of all types—public, school, and academic—should consider eliminating barriers that limit access to library resources and other services. Amended 2019


**Education and Information Literacy:** Libraries and library workers foster education and lifelong learning by promoting free expression and facilitating the exchange of ideas among users. Libraries use resources, programming, and services to strengthen access to information and thus build a foundation of intellectual freedom. In their roles as educators, library workers create an environment that nurtures intellectual freedom in all library resources and services. Amended 2019

**Equity, Diversity, Inclusion:** Libraries are essential to democracy and self-government, to personal development and social progress, and to every individual’s inalienable right to life, liberty, and the pursuit of happiness. To that end, libraries and library workers should embrace equity, diversity, and inclusion in everything that they do. Adopted 2017

**Evaluating Library Collections:** Libraries continually develop their collections by adding and removing resources to maintain collections of current interest and usefulness to their communities. Libraries should adopt collection development and maintenance policies that include criteria for evaluating materials. Amended 2019

**Expurgation of Library Materials:** Expurgating library materials is a violation of the *Library Bill of Rights*. Expurgation as defined by this interpretation includes any deletion, excision, alteration, editing, or obliteration of any part(s) of books or other library resources by the library, its agent, or its parent institution (if any). Amended 2014

**Internet Filtering:** The negative effects of content filters on Internet access in public libraries and schools are demonstrable and documented. Consequently, consistent with previous resolutions, the American Library Association cannot recommend filtering. However the ALA recognizes that local libraries and schools are governed by local decision makers and local considerations and often must rely on federal or state funding for computers and internet access. Because adults and, to a lesser degree minors, have First Amendment rights, libraries and schools that choose to use content filters should implement policies and procedures that mitigate the negative effects of filtering to the greatest extent possible. The process should encourage and allow users to ask for filtered websites and content to be unblocked, with minimal delay and due respect for user privacy. Adopted 2015

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**Intellectual Freedom Principles for Academic Libraries:** A strong intellectual freedom perspective is critical to the development of academic library collections and services that dispassionately meet the education and research needs of a college or university community. The purpose of this statement is to outline how and where intellectual freedom principles fit into an academic library setting, thereby raising consciousness of the intellectual freedom context within which academic librarians work. Amended 2014

**Labeling Systems:** Prejudicial labeling systems assume that the libraries have the institutional wisdom to determine what is appropriate or inappropriate for its users to access. They presuppose that individuals must be directed in making up their minds about the ideas they examine. The American Library Association opposes the use of prejudicial labeling systems and affirms the rights of individuals to form their own opinions about resources they choose to read, view, listen to, or otherwise access. Adopted 2015

**Library-Initiated Programs and Displays as a Resource:** Library-initiated programs and displays utilize library worker expertise for community interests, collections, services, facilities, and providing access to information and information resources. They introduce users and potential users to library resources and the library’s role as a facilitator of information access. Concerns, questions, or complaints about library-initiated programs and displays are handled according to the same written policy and procedures that govern reconsiderations of other library resources. These policies should apply equally to all people, including, but not limited to, library users, staff, and members of the governing body. Amended 2019


**Meeting Rooms:** Many libraries provide meeting rooms and other spaces designated for use by the public for meetings and other events as a service to their communities. Article VI of the Library Bill of Rights states, “Libraries which make ... meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.” Amended 2019

**Minors and Online Activity:** The online environment offers opportunities for accessing, creating, and sharing information. The rights of minors to retrieve, create, and interact with information posted on the Internet in schools and libraries are extensions of their First Amendment rights. Amended 2019

**Politics in American Libraries:** The Library Bill of Rights specifically states that "all people" and "all points of view" should be included in library materials and information. There are no limiting qualifiers for viewpoint, origin, or politics. Adopted 2017

**Prisoners' Right to Read:** ALA asserts a compelling public interest in the preservation of intellectual freedom for individuals of any age held in jails, prisons, detention facilities, juvenile facilities, immigration facilities, prison work camps, and segregated units within any facility, whether public or private. Amended 2019

**Privacy:** All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. The American Library Association affirms that rights of privacy are

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necessary for intellectual freedom and are fundamental to the ethical practice of librarianship. Amended 2019

**Rating Systems:** Rating systems are tools or labels devised by individuals or organizations to advise people regarding suitability or content of materials. Rating systems appearing in library catalogs or discovery systems present distinct challenges to intellectual freedom principles. The American Library Association affirms the rights of individuals to form their own opinions about resources they choose to read or view. Amended 2019

**Religion in American Libraries:** The First Amendment guarantees the right of individuals to believe and practice their religion or practice no religion at all and prohibits government from establishing or endorsing a religion or religions. Thus the freedom of, for and from religion, are similarly guaranteed. Adopted 2016


**Restricted Access to Library Materials:** Libraries are a traditional forum for the open exchange of information. Attempts to restrict access to library materials violate the basic tenets of the Library Bill of Rights. Amended 2014

**Services to People with Disabilities:** Libraries should be fully inclusive of all members of their community and strive to break down barriers to access. The library can play a transformational role in helping facilitate more complete participation in society by providing fully accessible resources and services. Amended 2018

**Universal Right to Free Expression:** Freedom of expression is an inalienable human right and the foundation for self-government. Freedom of expression encompasses the freedoms of speech, press, religion, assembly, and association, and the corollary right to receive information. Amended 2014

**User-Generated Content in Library Discovery Systems:** Libraries offer a variety of discovery systems to provide access to the resources in their collections. Such systems can include online public access catalogs (OPAC), library discovery products, institutional repositories, and archival systems. With the widespread use of library technology that incorporates social media components, intelligent objects, and knowledge-sharing tools comes the ability of libraries to provide greater opportunities for patron engagement in those discovery systems through user-generated content. These features may include the ability of users to contribute commentary such as reviews, simple point-and-click rating systems (e.g. one star to five stars), or to engage in extensive discussions or other social interactions. This kind of content could transform authoritative files, alter information architecture, and change the flow of information within the library discovery system. Amended 2019

**User-Initiated Exhibits, Displays, and Bulletin Boards:** Libraries may offer spaces for exhibits, displays, and bulletin boards in physical or digital formats as a benefit for their communities. The use of these spaces should conform to the American Library Association's *Library Bill of Rights*. Amended 2019

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Visual and Performing Arts in Libraries: Visual images and performances in the library should not be restricted based on content. Librarians and library staff should be proactive in seeking out a wide variety of representational and abstract artwork and performance art, with limitations or parameters set only with respect to space, installation, fiscal, and technical constraints. Adopted 2018

[PDF of Library Bill of Rights with complete interpretations]