

Guidelines for Distribution and Posting of Materials

The Gladwin County District Library receives many requests from clubs, school groups, cultural organizations, and other civic groups to post announcements, to display posters, or to distribute leaflets.

In general, the following criteria are utilized in determining the types of materials posted or placed in the library for distribution to the public:

1. Materials that pertain to Gladwin County community, including the various schools, community education, clubs and organizations, and cultural affairs, receive top priority provided that they are open to everyone and are nonprofit in nature. The library will not assist in the promotion of events for which the intended purpose is profit or gain. The library does not assist any political party or political candidate in running for office but does cooperate with League of Women Voters in providing up-to-date information to Gladwin County citizenry. The library also will consider secular announcements from local religious organizations which offer culture, community, or fundraising or likewise events.
2. Activities that have relevance to the continuing education or cultural enlightenment of the community from groups outside the community may be promoted through the distribution of pertinent literature. For example, information on museums, musical events, college continuing education courses for credit, and other related groups may be posted along with flyers for counter distribution.
3. The library reserves the right to restrict the number of materials available for distribution, to determine the length of time a particular event may be posted, and to exercise judgment on the types of materials available for distribution to the public.
4. Library-related events receive priority over other events in posting on bulletin board and other designated signage areas.
5. Materials that are to be distributed or posted in the Library should be given to the staff at Beaverton or Gladwin Libraries which will be given to the designated staff assigned to material distribution.