



OCEAN SHORES PUBLIC LIBRARY

Policy: 11 Display/Distribution

Policy 11.0 Display and Distribution of Free Materials

The Ocean Shores Public Library (OSL) maintains a public bulletin board and spaces for distribution of informational materials. The space is open to all members of the community on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting use of the space. The Library Director has the authority to select or reject requests for display.

11.1 Priorities

Library Materials

Library materials have top priority in display. These include general flyers, program information, meeting notices, and co-sponsored programs.

City Materials

The City of Ocean Shores has the second priority for display of meeting notices, programs, and informational flyers.

11.2 Guidelines

All other materials will be displayed using the following criteria:

- Needs and interests of the community
- Relevance to the City of Ocean Shores
- Timeliness
- Non-profit and community groups
- Quality of the publication

Certain materials will not be accepted. Examples include but are not limited to:

Advertising by commercial, profit-making agencies

Material promoting an organization beyond basic information

Materials known to be illegal

Note: RCW 42.17A.555 prohibits the use of public office or public facilities to directly or indirectly support a campaign for election or any ballot proposition. This law provides several exceptions, including when:

- a governing body of a municipality expresses a collective opinion on a ballot measure,
- an individual elected official may make a statement of support or opposition to a ballot measure, and
- activities of a public agency are part of its normal and regular conduct.

Disclaimer

Distribution or posting of materials by the OSL does not indicate endorsement of the ideas, issues, and/or events promoted by those materials. The OSL retains the right to deny the space to any notices or material that do not comply with these terms.

11.3 Display Case and 3-D Displays

The display case and 3-D displays are to be used to exhibit items of interest to the community that will encourage thought and discussion around a wide range of ideas and information.

Owners of exhibits are required to carry their own insurance. OSL will not be responsible for uninsured loss or damages. The owner assumes responsibility for installing and removing the exhibit in the time frame agreed upon by the library.

OSL reserves the right to cancel an exhibit if the space is needed for library use.

11.4 Art in the Library

Art in the library provides display space for works created by Ocean Shores artists. Art exhibits rotate on a regular monthly schedule. There is no fee or commission to display the art. Prices may be posted and/or a price list provided. The library will provide artists' contact information of interested buyers.

Display space is available for two dimensional wall hung art. All display space is located within the library itself, not in the public meeting room. No insurance or other extraordinary measures will be taken by the library to protect the displayed art.

All art must be presentation ready and appropriate for display in a public setting. OSL reserves the right to reject any items not deemed suitable for display.

Artists are responsible for installation and removal of their own displayed materials.

11.5 Agreement

All participants must sign a Conditions and Release Agreement each year for the display case, 3-D exhibits, and art displayed in the library.