J. BULLETIN BOARDS, DISPLAYS, AND EXHIBITS

1. **Bulletin Boards**
   Geneva Public Library District (GPLD) welcomes local community groups or organizations to submit materials for posting or display on bulletin boards and/or display racks designated for community use. Materials are not accepted for any areas of the Library other than those designated for community use. GPLD reserves the right to restrict the acceptance, size, number, duration, and location of materials posted.

Guidelines for use include:
- Library-sponsored use of bulletin boards has priority, including fundraisers and events to benefit the Library, Friends of Geneva Library, and Geneva Library Foundation.
- Materials from educational, non-profit, or government agencies may be accepted for display in accordance with Library space limitations; priority will be given to local and neighboring organizations.
- Displays of commercial nature or that solicit donations, advocate the election or defeat of a candidate for public office or a public issue, or are of a proselytizing nature are not permitted.
- Posting of materials does not constitute Library endorsement or consent. GPLD does not accept responsibility for the accuracy of any displayed materials.

2. **Displays and Exhibits**
   GPLD strives to provide access to intellectual and cultural resources of the community. Priority for displays and exhibits is given to those that direct attention to the Library’s materials and services, or provide exposure to local artisans and artists, collectors, organizations, and items or activities of local interest. GPLD reserves the right to reject any part of an exhibit or display, change the manner of the display, or limit frequency. A representative sample of the proposed exhibit may be requested in advance and all publicity material must be approved by Library Administration.

Guidelines for use include:
- Library-sponsored use of display and exhibit areas has priority, including fundraisers and events to benefit the Library, Friends of Geneva Library, and Geneva Library Foundation.
- Display and exhibit content must be in keeping with community standards as determined by Library Administration.
- Exhibitors are responsible for the actual hanging/mounting and removal of their material. Work must be hung on Library provided mounting devices.
- GPLD reserves the right to restrict the acceptance, size, number, duration, and location of exhibit or display materials.
- GPLD will receive no fees or commissions in connection with any exhibitor or display.
- Prices for artwork may be posted near displays or exhibits at the discretion of Library Administration. Transactions for the purchase of exhibit or display items will be between the exhibitor and the purchaser. Exhibit material that is sold during the exhibit may not be
removed without the approval of Library Administration before the scheduled end of the exhibit.

- GPLD is not liable for loss or damage of items on loan in displays or exhibits nor does it provide insurance coverage. Exhibitors should provide the Library with an inventory list and must sign a Waiver and Release from Liability.

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