



## **COMMUNITY BOARD POLICY**

Botetourt County Library provides physical and/or virtual community boards as a means of distributing information for community awareness.

The Library, at its discretion, provides reasonable space for postings featuring cultural events, educational opportunities, fundraising events or activities, non-partisan political groups, or other activities of a non-profit nature and of local interest. Federal, state and local government, Library, and Library- or County-sponsored items and partners take precedence over all other information. Personal ads, campaign literature, and for-profit entities and activities (except for Library/government partner organizations) are prohibited.

All postings must be submitted to Library staff for approval. The Library reserves the right to deny space to any submitted post for any reason, including, but not limited to, lack of space or the prioritization of time-sensitive or County/Library posts. Approved physical postings will be marked and dated by Library staff. Any unauthorized postings will be removed. Notices may be posted only in designated areas.

Authorized postings will be removed after they are no longer timely, after 30 days, or when space is required for more current items, whichever comes first. One-time extensions may be requested but are not guaranteed. Postings will be discarded (physical boards) or deleted (virtual boards) upon removal.

The Library does not necessarily advocate or endorse the viewpoints of organizations or individuals permitted to post notices to community boards. The Library accepts no responsibility for loss or damage to any item accepted for posting.

Failure to comply with these rules may result in denial of future posting privileges.