**BULLETIN BOARD POLICY**

**ULYSSES PHILOMATHIC LIBRARY**

Bulletin board materials may be submitted for posting by nonprofit organizations for civic, educational or cultural purposes. Limited space generally allows only short-term notices.

The director, or his/her designee, must approve all postings and may prohibit postings which do not meet library standards.

Upon receipt, postings will be dated, initialed and placed a maximum of two weeks prior to the event by library staff. Items will be removed promptly after the event occurs. The library will not be responsible for returning materials.

*First approved by Board of Trustees 04/19/05*

*Approved as amended by Board of Trustees 06/17/14*

*Last reviewed by Policy Committee 05/05/14*