

Guidelines for Distribution and Posting of Materials

The Grosse Pointe Public 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 the Grosse Pointe 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 the League of Women Voters in providing up-to-date information to the Grosse Pointe citizenry.
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, symphony orchestras, university 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 quantity of material 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 boards and counter distribution through flyers.
6. Materials that are to be distributed or posted in the Library should be given to the Coordinator of Circulation at the respective branch.