



Lewes Public Library Community Display Policy

This policy governs the use of signage within the library and on library property, both inside and outdoors. The Lewes Library maintains digital signage and brochure racks for the passive distribution of information related to the community, public service information, and materials of educational or cultural interest. The Library has used as a resource the American Library Association's interpretation of the Library Bill of Rights regarding Exhibit Spaces and Bulletin Boards. Posting of material does not imply Library endorsement of events or organizations.

Some displays, brochure racks, countertops, and tables are reserved for the exclusive use of the Library to post and distribute material about Library services, programs, and events, including those offered by the Friends of the Lewes Public Library.

All materials for display must be submitted to Library staff for approval and posting. Digital submissions are preferred and may be submitted to lewes.library@gmail.com. Print submissions must be no larger than 11"x17" and will not be returned. Dated material will be displayed for 2 weeks prior to the event. Undated material will be removed after being posted for 2 weeks. Any posted material that has not been approved will be removed and discarded.

The authorization will be based upon the provisions of this policy and will not be based upon the viewpoint, beliefs, or affiliations of the group or the viewpoints expressed in the materials. Content must meet existing laws regarding obscenity, libel, defamation of character, and invasion of privacy.

Materials that will not be posted on digital signage, brochure racks, or on library grounds include but are not limited to personal requests, commercial advertisements of products or services, and materials that support or oppose any current or pending ballot measure, political candidate, or agenda. Official election information, such as the Sussex County Constituent Services Guide, is made available at the Library. Because it is not consistent with passive distribution, any actions that may be construed as solicitation or canvassing, or the presentation of materials asking Library visitors to sign a petition or letter are not permitted.

Since brochure space is limited, local governmental, non-profit, or educational postings receive priority.

The Library Director, or a designee, is responsible for the administration of this policy.

Adopted by the Board of Commissioners: May 15, 2007

Revised: January 12, 2016

Revised and Approved: May 23, 2023