

Display Policy

Policy Statement

This policy informs the community of the principles in accordance with the library's mission that guide the curation of displays of library resources.

Regulations

1. The goal of library displays is to promote and provide resources that meet the informational, educational and recreational needs of the customers in the library's legal service area. Displays are intended to increase the use and awareness of library resources, promote library activities and encourage more browsing, discovery, and learning.
2. Displays should:
 - A. Contribute to a safe and welcoming environment in the library.
 - B. Include a wide variety of topics, genres, formats, ideas, and expressions that take into consideration the multitude of interests of the library's diverse service population.
3. Displays should not:
 - A. Be designed for the primary purpose of generating controversy.
 - B. Give preference to or endorsement of a political candidate, point of view, topic or agenda.
 - C. Be commercialized to the point of having an underlying sales purpose other than for library and Friends of the library purposes.
4. Broad oversight of all displays shall be the responsibility of the Library Director who operates within the framework of policies determined by the Library Board of Trustees. Under the director's guidance, a staff of librarians with professional education and training develop displays in accordance with state law and the principles and best practices of librarianship.
5. Not every item or topic in a display will be of interest to or appropriate for every customer. In such cases, customers are encouraged to ask a librarian for assistance in finding other more suitable items.
6. Any resident cardholder who objects to the presence or absence of an item in, a topic of, or location of a display should discuss the reasons with a librarian for an explanation of the library's criteria for curating the display.
7. If a resident cardholder's concern remains unresolved, the customer may submit a *Request for Reconsideration of Library Display* form to the Library Director.

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If a similar concern was previously formally reviewed, the Library Director will share the previous decision with the customer. The customer may appeal the decision to the Library Board in writing. If a similar concern was previously formally reviewed by the Library Board, the matter shall not be reconsidered.

For any concern that has not been previously reviewed, the Library Director shall appoint an ad hoc staff committee of two librarians who are familiar with the age group, genre, and format of the display or items in question and who are not department heads.

The committee shall review the form and send a detailed recommendation to the Library Director as soon as practical but no more than 30 days of receipt of the form regarding the concern expressed about the display and whether the *Display* guidelines should be updated to guide staff in curating displays in the future.

The Library Director and department heads shall review the committee's recommendation to reach a decision about whether or not to modify the *Display* guidelines. The Library Director shall send the decision in writing to the customer as soon as practical but no more than 60 days of the receipt of the form.

8. A written appeal of the decision may be made by the customer to the Library Board within 30 days. The Library Board will review the documentation and render a decision as soon as practical but no more than 60 days of receipt of the appeal.

The customer will be informed of the Trustees' decision regarding the appeal. The decision of the Library Board is final.

9. The Library Director will report the request and decision to the American Library Association's Office for Intellectual Freedom.

Approved: February 15, 2023
Clinton-Macomb Public Library Board of Trustees