



Administrative

Policy: Library Bulletin Board

Purpose

The purpose of this policy is to provide: (a) a forum for the dissemination of information by the Pleasanton Library, City of Pleasanton and other public agencies to library patrons; and (b) a limited public forum for the dissemination of information by local not-for-profit corporations, local community-based organizations and others to provide information to library patrons; by establishing guidelines for the library bulletin board.

Policy

The City of Pleasanton Library may designate space for the establishment of a library bulletin board for the posting of notices and pamphlet/flyer distribution (hereafter collectively "materials"). It is within the discretion of library staff to determine the location and size of the library bulletin board, which may change based on library programs and space requirements.

One portion of the library bulletin board shall be reserved for materials from the Pleasanton Library, City of Pleasanton, County of Alameda, State of California, and other public agencies. If there are more materials than space available, priority shall be given to public agencies in the order listed in the preceding sentence. Materials for the Pleasanton Library, City of Pleasanton and Alameda County may include materials for events co-sponsored by these public agencies.

Examples of materials intended for this portion of the library bulletin board include, but are not limited to: flyers about Pleasanton Library speakers and Friends of the Library events; schedules of City of Pleasanton Civic Arts performances; County of Alameda Department of Public Health notices; State of California Department of Motor Vehicles handbooks; Wheels bus schedules; BART train schedules; and Pleasanton Unified School District information.

Another portion of the library bulletin board may serve as a limited public forum reserved for materials from local not-for-profit corporations, local community-based organizations, and others. The current bulletin board is located in the primary passageway for members of the public, including many children, to reach the circulation and public meeting rooms of the Library. Accordingly, materials should not include significant elements of sexually explicit imagery, nudity, graphic depiction of violence, or profanity. If there are more materials than space available in this portion of the bulletin board, materials which have

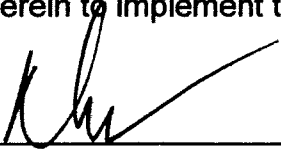
been on display for the longest period of time, or the event being publicized has passed or expired, will be removed to make space for other materials.

Examples of materials intended for this limited public forum portion of the library bulletin board include, but are not limited to: Local publications providing news about Pleasanton and the Tri-Valley area [particularly where the City of Pleasanton has paid to place public notices in such publications]; flyers about programs for adults or children from local not-for-profit corporations or community-based organizations based in Pleasanton, Livermore, Dublin, San Ramon, or unincorporated portions of Alameda County; notices about speakers or programs taking place in Pleasanton or other parts of the Tri-Valley.

This limited public forum portion of the library bulletin board is not intended as a place where businesses or individuals will engage in purely commercial speech. Materials making representations about business operations for the purpose of promoting sales of products are commercial speech for which the library bulletin board is not intended.

Examples of commercial materials not allowed on the library bulletin board include, but are not limited to: advertisements for commercial goods or services; for sale / classified advertisements; and coupons for commercial goods or services.

Public agencies, organizations and persons who seek to have their materials made available to the public on the library bulletin board must submit such materials to library staff for purposes of tracking space available, and compliance with this policy. Library staff will review, not less frequently than once per week, the materials on both portions of the library bulletin board; and may dispose of materials which were not previously submitted, remove older materials to make room for newer materials, and take any other appropriate action as detailed herein to implement this policy.

Distribution approved: 
Nelson Fialho, City Manager

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