

## **Kelso Public Library**

### **Policy No. 805**

#### **Library Display Policy**

##### **Purpose of the Library Display Policy**

805.1 The Kelso Public Library's (KPL) Display Policy provides a basis for the display of library materials by library staff and are used to assist patrons in their exploration of educational, cultural, intellectual, and civic activities.

##### **Policies**

805.2 Library displays incorporate library materials whenever possible, as a means of informing users of the range of library resources and services.

805.3 The final responsibility for the display of library materials is held by the Library Director, but day-to-day responsibility is shared by other staff. Library staff uses the following criteria in making decisions about display topics, materials, and accompanying resources:

- a. Community needs and interest.
- b. Availability of display space and library resources.
- c. Historical, cultural, or educational significance.
- d. Connection to other community or national programs, exhibitions, events, or holidays.
- e. Relation to library collections, resources, exhibits, and programs.

805.4 Additionally, the Library draws upon other community resources and may partner with other community organizations, educational institutions, or individuals to develop and present cosponsored displays and exhibits that follow the above criteria.

805.5 The Library will strive to include a wide spectrum of opinions and viewpoints in library-initiated displays and exhibits, as well as offer displays and exhibits that appeal to a range of ages, interests, and information needs. Library-initiated displays and exhibits will not exclude images, topics, books, media, and other resources solely because they may be considered to be controversial.

805.6 Acceptance of a display or exhibit topic by the Library does not constitute an endorsement by the Kelso Public Library or the City of Kelso of the content of the display or exhibit, or of the views expressed in materials on display.

805.7 The Library preserves the right of citizens to obtain information on all sides of issues so that each individual can decide for themselves the value of opposing ideas. In representing various sides of a question, the Library thus provides patrons with reliable sources of information on which to base decisions.

805.8 The Library has a responsibility to protect the rights of all patrons; displays which may be considered offensive to some are permitted if they adhere to the Library's Display Policy and contribute to 805.7.

805.9 Only parents and legal guardians have the right and responsibility to restrict the access of their children to library resources. The display of materials is not inhibited by the possibility that particular works may inadvertently be seen by or come into the possession of children and young adults.

805.10 Signage will be provided only as viewpoint-neutral directional aids to facilitate access by making it easier for users to locate materials, technologies, or services. The materials are displayed on open shelves and are equally accessible to all patrons, who may choose to consult or ignore the directional aids at their own discretion.

805.11 The American Library Association's Library Bill of Rights, Freedom to Read, and Freedom to View statements are the basis for this policy.

### **Reconsideration of Displays**

805.12 Individuals or groups may take exception to a display, and may register their thoughts using the following procedure:

- a. Discussing the display in question with a professional staff member, during which time every attempt will be made to satisfy the patron's concern by clarifying the established display policies on an informal, positive, and one-to-one basis.
- b. After the conversation, if the patron wishes to pursue their question further, they may complete a "Materials Review Request" form.
- c. Upon receipt of the Materials Review Request form, the Library Director will examine the display in question and let the individual know their decision by phone or email within ten business days.
- d. If an individual is not satisfied with that decision, they may present a written appeal to the Library Director within fourteen days. The Library Director has fourteen days to provide a written final decision to be kept on record at the Library.
- e. A display will only be reconsidered once.
- f. Displays will not be removed while they are being reconsidered.

Signed this 24<sup>th</sup> day of March, 2025



Andrew Hamilton, City Manager



Erik Moser, Library Director