

SOLICITATION POLICY

Active solicitation within the library building and grounds, the areas of egress to the library and the library parking lot is not permitted unless it is a library function or an activity related to fund raising for the library and under the general supervision of the library staff. Active solicitation refers to any person-to-person communication for the purposes of (1) obtaining contributions and donations, (2) selling merchandise, coupons, or tickets, (3) collecting signatures, (4) distributing educational or promotional materials, (5) recruiting members or clients and (6) financial solicitations/transactions.

The passive solicitation and collection of non-monetary donations by community-based, non-profit organizations is permitted. Notices may be posted to a public bulletin board and bins placed in approved areas to collect items for this purpose. Use of these resources is subject to the approval of the Library Director. The library assumes no responsibility for contents collected or donated. Signs and banners, including lawn signs are prohibited on library property unless it is for a library function or an activity related to fund raising for the library and are approved by the Library Director.

Handbills, flyers, leaflets, pamphlets, or other written material that advertises, promotes, or informs persons about a person, business, company, or food service establishment are prohibited from being distributed on library property or being placed on vehicles in library parking lots unless it is a library function or an activity related to fund raising for the library and under the general supervision of the library staff.

Approved: April 2018