

**POL-PUB.2018.58 Title: *Community Information***



**Type:** User Services  
**Authority:** CEO  
**Resolution No.:** BMPL 2018-105 on 5-17-18; POL-PUB.2018.58  
**Associated Documents:**

**PUB 2018.58.1 Purpose**

The Library makes available information on community activities, agencies, and organizations in order to facilitate access to resources within the community and as a partner in promoting community services and events. The Library encourages the display of bulletins, brochures, and posters regarding events in order that the Town of The Blue Mountains community can fully participate in community activities. This policy sets out the types of information suitable for collecting, displaying, and distributing in the Library.

**PUB 2018.58.2 Community Information Collection and Services**

1. The Library shall maintain information on the services of community agencies and organizations. It is the responsibility of the agency/group to provide current information to the Library or to maintain local directories and websites.
2. The Library staff is responsible for:
  - 2.1. Maintaining an accurate record of the information provided by these groups;
  - 2.2. Being knowledgeable about community agencies and organizations;
  - 2.3. Referring people appropriately and in a sensitive manner; and
  - 2.4. Maintaining confidentiality.
3. Information shall include:
  - 3.1. Town of the Blue Mountains Council services and contacts
  - 3.2. Community groups and organizations;
  - 3.3. Educational organizations;
  - 3.4. Health and social services agencies;
  - 3.5. Religious, recreation, and cultural institutions.

**PUB 2018.58.3 Community Information Displays in the Library**

1. The Library shall make space available to display materials about community activities and events.
2. The display of material does not constitute an endorsement of any group.
3. The Library staff shall place, post, and remove all materials on the bulletin boards and in the brochure racks.
4. As space is available, materials shall be accepted using the following priorities:
  - 4.1. Notices of community interest from the Blue Mountains Council and agencies;
  - 4.2. Notices of cultural, educational, and recreational events.
5. "Library Only" displays shall be used to display Library programs, services, and notices and shall not accept external notices.
6. All materials become the property of the Blue Mountains Public Library Board and the Library shall dispose of materials as it sees fit.

7. The Library shall provide a community bulletin board where anyone may post notices. The Library staff has the right to remove any materials which the Library would not normally display or distribute.
8. The Library shall not display or distribute:
  - 8.1. Materials that contravene the Ontario Human Rights Code, federal or provincial laws and regulations;
  - 8.2. Materials which are offensive, libelous, incoherent/illegible or dated.
  - 8.3. Materials whose primary focus is partisan or political in nature, however political materials may be eligible when announcing meetings and forums for discussion of community issues;
  - 8.4. Faith-based materials whose primary purpose is the promotion of faith, however events sponsored by local religious groups may be displayed;
  - 8.5. Materials advertising and promoting commercial products or services, however fundraiser events may be displayed;
  - 8.6. Personal ads and notices including notices of items for sale or rent;
  - 8.7. Multiple copies of the same posting on the bulletin board.
9. The BMPL is not responsible for the materials or accuracy of the information posted by community members. Any complaints or appeals must be made in writing and shall be resolved by the CEO.

Original Approval: 5-17-2018

Amended On: \_\_\_\_\_