

Sacramento Public Library Policy

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| Policy Name: | Distribution Racks Policy | | | | |
| Department: | DPS | | | | |
| Issue Date: | October 2013 | Revision Date: | August 2022 | Board Approval Date: | December 2022 |

Purpose

Distribution racks shall be used for the display of community magazines, newspapers or other community publications.

Policy

Space allowing, branches may permit community organizations to display community focused publications.

All publications to be distributed must first be approved by the Branch Supervisors. Items placed in a distribution rack without prior approval are subject to immediate removal.

Permission to distribute an item does not in any way constitute the endorsement of a group's policies or beliefs. Purposes, objectives, or views of groups using the distribution racks shall not be advertised in any way to suggest that they are endorsed by SPL

Exclusions

The following items will not be approved for distribution:

1. Publications of a solely commercial nature. However, community publications that contain some commercial advertising may be approved.
2. Publications that support or oppose a religious conviction.
3. Publications containing content that could be considered discriminatory or harassing based on a group or individual's protected status (i.e., race, color, religion, sex/gender, sexual orientation, gender identity, pregnancy, marital status, age, national origin/ancestry, physical and/or mental disability, medical condition, military or veteran status, or status in any other group protected by federal, state, or local law) or which advocates in any way for such discrimination.
4. Political campaign materials of a partisan nature urging people to vote for or against a person or an issue.

A distribution rack that has been available for community publications may at a subsequent time be closed to such distribution. Publications will be refused if they are too large, do not comply with this policy, or otherwise violate the Library's Rules of Conduct.

Monitoring

Branch Supervisors are responsible for the maintenance of distribution racks. Items may remain for two (2) weeks.

While staff will monitor distribution racks to ensure consistent enforcement of these regulations, the library assumes no responsibility for the preservation or protection of materials to be distributed.