

Bulletin Board Policy

The Cattaraugus Free Library bulletin boards are available for the posting of notices related to library business or library sponsored activities and public service items of educational, cultural or civic interest to the community. Posting of notices does not indicate Library endorsement of the ideas, issues or events promoted by those notices, nor will the library accept responsibility for the accuracy of the statements made in such materials.

1. Library bulletin boards are not intended as a forum for the expression of the views or opinions of individuals or groups.
2. Any notice to be considered for posting must be submitted to Library personnel for approval. Only authorized library personnel may post or remove notices. Notices posted without authorization will be removed.
3. In fairness to the numerous community groups, the library may limit the frequency with which notices may be posted by the same organization. Upon receipt of approved materials, the library will make a best effort to distribute them within five working days.
4. All notices posted on the library bulletin board must contain the name and contact information of the sponsoring agency and/or its authorized representative.
5. Notice size (physical dimensions) may be restricted to maximize available space.
6. Notices will be removed when they are no longer timely or when space is required for more current items.
7. The library assumes no responsibility for the preservation or protection of any materials delivered for posting. Materials will not be returned.
8. The library reserves the right to refuse or remove any materials deemed inappropriate, obsolete, or in violation of this policy.

The library bulletin board may be used for the following types of information

1. Posting of forthcoming educational, social, civic, charitable, cultural or recreational activities.
2. Postings by nonprofit organizations, groups or agencies providing services to citizens.
3. Postings announcing community services and volunteer opportunities.

4. Nonpartisan election information, such as dates, times and places and who is running for election and what topics are on the ballot.
5. Postings by any federal, state or local government agency providing services to citizens.
6. Legal notices from the Village of Cattaraugus, Town of New Albion or Cattaraugus County.
7. Election information provided by the Secretary of State or local town clerk's office.

The following will not be accepted for posting:

1. Materials endorsing or opposing the election of any candidate for public office. The library does not accept this material. Candidates may reserve meeting rooms for public forums. Campaign posters may not be displayed outside the meeting space. The library does not advocate or endorse the view of groups using the library's meeting spaces.
2. Materials endorsing or opposing the adoption of federal, state or local legislation. Petitioning, solicitation, canvassing or similar types of appeals by members of the public are not allowed inside the library.
3. Materials promoting commercial products of services, business cards, job postings and retail advertising.
4. Personal notices of items for sale.
5. Personal solicitations for fundraisers
6. Materials that support or oppose a specific religious conviction
7. Petitions will not be posted, distributed, or placed within the library

Posting authorization is based on the provisions of this policy and not on the content, viewpoints, beliefs or affiliations of the organizations permitted to post notices. Failure to comply with this policy may result in denial of posting privileges.

In line with constitutional rights and privileges and the library Bill of Rights, the Board of Trustees of the Cattaraugus Free Library does not discriminate toward any group or individual or the purpose they represent.

Adopted 5/27/2026