



# DISPLAYS AND EVENTS POLICY

~~October 12~~ [March 11](#), 2019~~5~~

---

~~Display space~~ Displays, publications, art works and programming events within the library ~~facilities~~ will be planned and scheduled to promote library collections and services, as determined by library staff. All displays and ~~programming publications~~ must be approved by the Public Relations Outreach Services Coordinator, Administrative Coordinator, ~~or~~ Library Director or their designee, and will be scheduled based upon library needs and availability of display space. Community organizations using meeting rooms must keep signs and publications in their reserved meeting room during time of use. -Persons loaning items for display will be required to complete ~~the a~~ Waiver of Liability form below.

Permanent donations of art works will be accepted, as selected by library administration and approved by the Library Board. Selection criteria include space available for art within the facility, relevance to region (by subject or artist), heritage, or culture.

[Reviewed: October 2015](#)

Previous revisions: [October 2015](#), reviewed September 2014, reviewed November 2012; revised September 9, 2009; reviewed May 17, 2005; adopted March 10, 2003, RCPL Board of Trustees.