

05-17-07	POL	I-2
SALE AND PROMOTION OF GOODS AND SERVICES		

## SALE AND PROMOTION OF GOODS AND SERVICES

It is the policy of the Brown County Library Board that staff members and library facilities not be used for advertising or promoting the interests of any non-library agency or organization, public or private.

### **Commercial Interests**

The Board shall not permit the use of library facilities or staff for the sale of materials, programs, or equipment containing commercial messages or those designed to persuade library patrons or staff to acquire a particular product or service offered by a named individual, company, organization, association, or agency.

### **Contests/Exhibits**

The Board recognizes that contests, exhibits, and the like may benefit library patrons or the Brown County Library system as a whole, but participation in such special activities may not:

- Have the primary effect of advancing a special product, group, or company;
- Make unreasonable demands upon the time of staff or upon the resources of the Brown County Library.

### **Distribution/Posting of Literature**

- No outside organization or staff member or library patron representing an outside organization may distribute or post literature on that organization's behalf on library property without the permission and prior review of the Library Director or in his/her absence, the Operations Manager, or Accountant or Office Manager.
- No materials from any profit-making organization are distributed to library patrons.

### **Friends of the Brown County Library, Inc.**

This policy does not apply to the Friends of the Brown County Library, Inc. for specific fundraising events that receive prior approval from the Library Director or in his/her absence, the Operations Manager, or Accountant or Office Manager. All proceeds from such events should enhance library services.