



LIBRARY DISPLAY POLICY

Purpose

The Waunakee Public Library's Display Policy provides a basis for the display of library materials curated by library staff, informs the public about the principles and criteria upon which these decisions are made, and promotes the purposes of the library's mission, which is:

To make high-interest, high-demand materials readily available, as well as to actively support the lifelong learning and information needs of community residents of all ages and abilities. Special emphasis is placed on stimulating children's interests and appreciation for reading and learning, on integrating new technology with traditional library resources, and expanding access and services beyond the library's physical walls.

Principles and Criteria

The final responsibility for the display of library materials is held by the Library Director, but day-to-day responsibility is shared by the Library's professional and paraprofessional employees. Library staff uses the following criteria in making decisions about display topics, materials, and accompanying resources:

- Community needs and interest
- Availability of display space
- Historical, cultural, or educational significance
- Connection to other community or national programs, exhibitions, or events
- Relation to library collections, resources, exhibits, and programs

In addition, the Library draws upon other community resources in developing displays and exhibits, and may partner with other community agencies, organizations, educational institutions, or individuals to develop and present co-sponsored displays and exhibits.

The Library will strive to include a wide spectrum of opinions and viewpoints in library-initiated displays and exhibits, as well as offer displays and exhibits that appeal to a range of ages, interests, and information needs. Library-initiated displays and exhibits should not exclude topics, books, media, and other resources solely because they may be considered to be controversial. Acceptance of a display or exhibit topic by the Library does not constitute an endorsement by the Waunakee Public Library or Village of Waunakee of the content of the display or exhibit, or of the views expressed in materials on display.

Intellectual Freedom and Censorship

The Library preserves the right of citizens to obtain information on all sides of potentially controversial issues so that each individual can decide for themselves the value of opposing ideas. In representing various sides of a question, the Library thus provides citizens with reliable sources of information on which to base intelligent decisions in their daily lives.

The Library has a responsibility to protect the rights of all patrons; displays which may be considered frank or offensive to some are permitted if they adhere to the Library's Display Policy and contribute to the furtherance of its mission.

Parents and legal guardians have the right and responsibility to restrict the access of only their children to library resources, and not others in the community. The display of materials is not inhibited by the possibility that particular works may inadvertently be seen by or come into the possession of children and young adults.

Labels will be provided only as viewpoint-neutral directional aids to facilitate access by making it easier for users to locate materials. The materials are displayed on open shelves and are equally accessible to all users, who may choose to consult or ignore the directional aids at their own discretion.

The American Library Association's Library Bill of Rights, Freedom to Read, and Freedom to View statements are basic to the above policy.

Procedures for the Questioning of Library Displays by Patrons

In the event a patron has questions or concerns regarding a library display, the following procedures should be used:

- I. The patron is referred to the manager on duty.
 - This staff member makes every attempt to satisfy the patron's concern by clarifying the established display policies on an informal, positive, one-to-one basis.
 - After the interview, the manager notifies the Library Director in a brief written statement as to the date, circumstances, and the result of the patron's concern.
2. A patron who wishes to pursue their question further is referred to the Library Director or their designated alternate as soon as possible. A concern taken to this level constitutes a formalized complaint. After consideration, the Library Director will determine if the item in questions should be removed from display status. The Library Director's decision on the complaint is final and without further appeal. The Library Director will inform the Library Board of Trustees of the formal complaint and reasoning for his or her decision at the next meeting of the Library Board.

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