

THE FERGUSON LIBRARY DISPLAY POLICY

OUR MISSION

The Ferguson Library provides free and equal access to information, ideas, books and technology to educate, engage, and enrich the Stamford community.

OUR VISION

The Ferguson Library helps individuals and organizations achieve success in building a strong, vibrant and inclusive community.

OUR GOALS

1) Inspire Personal and Social Enrichment; 2) Promote an Inclusive Environment; 3) Foster Creativity and Facilitate Learning; and 4) Connect and Strengthen Community.

OUR FOUNDATIONAL PRINCIPLES

Intellectual Freedom

Diversity, Equity, and Inclusion

Underlying the Ferguson Library's mission and vision is our commitment to diversity, equity, inclusion and the belief that intellectual freedom is the cornerstone of our democracy. Our values are reflected in how we serve the community and how we work together.

DISPLAYS

The Ferguson Library curates and assembles displays for the Stamford community that enhance and complement our digital and physical collections.

The following criteria is used for the selection, curation, and development of displays:

- Relevance to community needs and interests
- Accuracy, authority, effectiveness, and timeliness of presentation
- Inclusion of diverse points of view
- Meets one of the goals in the library's strategic framework
- Educational or historical significance
- Relation to library collections, resources, other exhibits and programs
- Ability to partner with other community organizations
- Cost
- Availability of display space

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 controversial. Acceptance of a display or exhibit topic by the library does not constitute an endorsement by the Ferguson Library of the content of the display or exhibit, or of the views expressed in materials on display.

Except for the three areas listed below, spaces in the library are not available for displays except for those curated or assembled by library staff.

Dudley N. Williams Auditorium: This area is made available to the Stamford Art Association, which selects and maintains exhibits.

Friends of the Ferguson Library Book Shop: The Friends are responsible for displays, decorations and signage within its two book shop locations.

Coffee Shop: The tenant of the coffee shop has authority over displays, decorations and signage within the shop.

Exceptions to this policy must be approved by the library CEO. Ultimate responsibility for any display rests with the CEO or his/her designee.

HANDOUTS

- Organizations may request to leave flyers, postcards, free papers, etc., in designated areas at the Main Library and branches. The library CEO is responsible for establishing reasonable rules concerning the area available for such material, the number that may be left, and the length of time they may be left, the size of items allowed, arrangement, etc., to maintain neatness and currency. Literature produced by another organization does not necessarily represent the views of the Ferguson Library and may be removed at any time. Commercial notices for services, items for sale and businesses, etc., are not accepted.

BULLETIN BOARDS

Bulletin boards at the branches can be used to announce upcoming programs and events organized by nonprofit organizations serving the Stamford community with the prior approval of the branch manager.

- Event dates must fall within 90 days of posting.
- New postings should not cover existing postings.
- Items larger than 8½ x 11 inches may be removed first when the board is crowded.
- Commercial notices for services, items for sale and businesses, etc., are not permitted and will be removed.

BANNERS

Any banner to be displayed between the columns outside the library requires the prior approval of the Director of Development & Communication, who is responsible for scheduling banners. These banners vary in content, design and objective, which include promoting library programs; celebrating heritage months; publicizing community events; and recognizing our donors and nonprofit partners. The decision to hang a banner in front of the library is made in consideration of the criteria outlined above and ultimately rests with the library CEO.