

 <p>Grossmont Healthcare District's <b>Health &amp; Wellness Library</b> An East County community resource</p>	<b>Policy No:</b> LIB-03	Page 1 of 1
	<b>Title:</b> LIBRARY COMMUNITY INFORMATION	
<b>Policies and Procedures Manual</b>	<b>Last Board Approval Date:</b>	

**Purpose:** The purpose of posting flyers and brochures for community events and organizations is to help fulfill the Library’s mission of meeting the health information needs of local community members. It also enables the Library to assist health-related community organizations in promoting their events, support groups, resources, and services available to the public.

**Subject Matter and Audience:** The information displayed or posted must be directly health-related. Information that supports education, technology, and other community services and activities may be posted at the discretion of the Head Librarian. The information or event must be provided by a nonprofit organization or government agency.

The Library will only display or post information about events that are open to the general public. Preference will be given to those events that are free.

The Library will only display or post information about events that take place in the Grossmont Healthcare District (East Region of San Diego). Select events outside the District may be posted at the discretion of the Head Librarian.

**Procedure:**

- A representative of the organization sponsoring an event or desiring to display its brochure must ask for the approval of the Head Librarian before the material is posted.
- The Library, not the organization’s representative, will determine the appropriate display space within the Library.
- The Library retains the right to refuse to display materials, even if the materials meet all of the above criteria.