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May 24, 2017

M E M O R A N D U M

TO: Frank Abbate, Interim County Manager

RE: Item II.B.2., Approval of Revisions to Policy BCC-74, Unsolicited Materials Procedure

The Board of County Commissioners, in regular session on May 23, 2017, executed revision to Policy BCC-74, Unsolicited Materials, which provides guidelines for the display and distribution of unsolicited materials in the Brevard County Library System. Enclosed is the original Policy.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

Encl. (1)

cc: Library Services Director

POLICY

Title: Unsolicited Materials

Number: BCC-74
Cancels: September 1, 2009

Approved: May 23, 2017

Originator: Library Services

Review: May 23, 2020

I. OBJECTIVES

To provide guidelines for the display/distribution of unsolicited materials in Brevard County Libraries.

II. DEFINITIONS AND REFERENCES

- A. Unsolicited materials - posters, pamphlets, brochures, pictures, magazines, and other media intended for display and received as gifts or otherwise unrequested by the library.
- B. Section 15-29, Brevard County Code, Adoption of rules, regulations, and procedures.

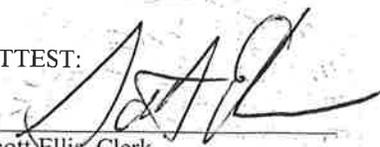
III. DIRECTIVES

- A. Library Directors of the Brevard County Libraries shall exercise objective judgment in the display/distribution of unsolicited materials.
- B. The libraries shall strive to maintain their role as a resource for information and shall not become a vehicle for the promotion of specific ideas, causes, religions, products, services, profit making projects, etc.
- C. The display/distribution of unsolicited materials in the libraries shall be limited to impartial cultural and educational subjects which are non-partisan and non-sectarian in nature.
- D. The Library Director (or designee) must authorize all postings and distribution of materials before it occurs. Unsolicited items found in the library, whether they are posted or in display racks, that have not been approved by the Library Director (or designee) will be discarded.

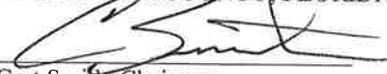
IV. AUTHORIZATION

The authority to issue or revise this policy is reserved to the Board of County Commissioners.

ATTEST:


Scott Ellis, Clerk

BOARD OF COUNTY COMMISSIONERS
OF BREVARD COUNTY, FLORIDA


Curt Smith, Chairman

As approved by the Board on May 23, 2017