

SUBJECT: LIBRARY LITERATURE DISTRIBUTION AND SOLICITATION POLICY

DEPARTMENT: PUBLIC LIBRARY

1.0 PURPOSE

To describe the policy of the City of West Allis Public Library governing the distribution of literature and solicitation at the Public Library.

2.0 POLICY

This regulation establishes the policy of the West Allis Public Library for the distribution of literature and solicitation on Library property.

3.0 DEFINITION

Solicitation is defined as requesting, seeking or asking for something. Solicitation includes, without limitation, such activities as seeking signatures on petitions, asking individuals support for projects, taking polls/surveys, campaigning for elections, sales, seeking donations, fundraising activities, etc.

4.0 REFERENCES

Wisconsin Statutes, Chapter 43.
West Allis Public Library Board approval (revised / /).

5.0 REGULATIONS

Literature may be distributed and solicitations may occur ~~at-on~~ the grounds of the West Allis Public Library under the following guidelines:

5.1 Distribution of literature and solicitation are prohibited within ~~the~~ Libraryany building.

5.2 The outdoor walkways outside the Library may be used for literature distribution and/or solicitation provided the distributors and/or solicitors do not:

5.2.1 ~~Impede~~ free access to the Library,~~e~~

5.2.2 Create a safety ~~problem~~concern;

5.2.3 Violate any laws,

5.2.4 ~~Hand anything to a person without their consent,~~ or otherwise

5.2.5 ~~Otherwise~~ interfere with Library functions. ~~If patron complaints result from this action, Library staff may direct the individuals, who are distributing the literature and/or soliciting, to~~

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~~leave and/or request that the Police Department investigate the activity.~~

Comment [KD1]: Either we need to allow people to use this area or prohibit them from using that area. We cannot make choices based upon the sensitivities of any person who walks into the library and complains.

- 5.3 ~~Distributors of literature and/or solicitors shall not Distribution of literature and/or solicitation on Library property does not include the right to post anything on Library property and shall not place any object, structure, or fixture upon the grounds of the Library, nor does it include the use of Library distribution racks in the lobbys. Submission of material for these racks is covered under Library Postings and Free Literature Racks.~~
- 5.4 The Library staff is engaged in work for the Library and they cannot provide services, supplies, equipment or furnishings for literature distributors and/or solicitors.
- 5.5 Distributors of literature and/or solicitors are responsible for the removal of any and all debris that might result from their activity.
- 5.6 Distribution of literature and/or solicitation on Library property does not imply Library and/or City of West Allis support for or endorsement of the information, petition, activity, etc. that is being distributed and/or solicited.
- 5.7 Distributors and/or solicitors must comply with any and all State and Local laws and regulations governing the distribution of literature and/or solicitation including, but not limited to, procuring the necessary licenses and permits.
- 4.7 Failure to comply with the Literature Distribution and Solicitation Policy may result in immediate loss of privileges hereunder, and repeated violations may result in Library Board action to permanently bar an individual or group from further literature distribution and/or solicitation at the West Allis Library.