


<b>POL-LIB-2015-04</b>	<b>Issue No: 1.0</b>	<b>April 23, 2015</b>
Prepared By: <b>Renee Payne Frankel</b>	Page 1 of 1	Approved By: <b>Renee Payne Frankel</b> 
<b>EXHIBITS &amp; DISPLAY POLICY</b>		

**PURPOSE**

Thomas Branigan Memorial Library will maintain and utilize exhibit and display areas, including cases, for the purposes related to library and City of Las Cruces functions.

**POLICY:**

- Due to the limited availability of exhibit and display areas, including display cases, Thomas Branigan Memorial Library will not accept requests from individuals and the community.
- The Library will use the exhibit and/or display space(s) to provide displays of an educational, cultural, intellectual or recreational nature.
- Exhibits and display areas and/or cases may also be used for materials from the Library's collection, or to publicize library services, collections, or activities.
- Exhibits and displays will not be used for entrepreneurial or commercial purposes, for the solicitation of business or for-profit endeavors.
- Fundraising exhibits or displays to encourage and support library programs will be limited to the Friends of the Thomas Branigan Memorial Library, with approval from the Library Administrator.
- Although Thomas Branigan Memorial Library is appreciative of honors received by various clubs, groups and organizations associated with Las Cruces, it does not have physical accommodations within the library to permit acceptance and mounting of plaques, certificates or other awards, which may have been received by the organizations.

<b>UPDATES</b>		
<b>ISSUE</b>	<b>PAGE</b>	<b>DETAILS</b>
<b>1.0</b>		<b>Policy Creation</b>

<b>PEER REVIEW</b>	
Title: Library Administrator Renee Payne Frankel	Title: Library Manager Catherine Christmann
Title: Library Manager Bonnie Hobbs	Title: Acting Library Supervisor Elise Vidal
Title: Library Advisory Board, President Ellen Young	Title: Library Advisory Board, Vice President Debora Rindge
Title: Library Advisory Board, Secretary Susan Pinkerton	Title: Library Advisory Board, Friends Liaison Susan Fletcher
Title: Library Advisory Board, Member Paula Sharon	Title: Library Advisory Board, Member Jose Aranda