

Solicitation and Distribution (By Employees)

Literature may not be distributed at any time by anyone in any area of the Library except with prior approval of the Chief Executive Officer. Only literature relating to Library services and programs may be distributed in the Library will be considered for approval.

Activities, including soliciting, during working hours on behalf of any organization or agency – including those of a charitable, educational or profit making nature – are not permitted on Library premises.

When employees are on Library property and are not working, they must follow rules of behavior required by any Guest, including the prohibition against soliciting of any kind by Guests.

Employees who have questions concerning this policy are asked to contact the Chief Executive Officer.

Reviewed: July 15, 2010

Amended: June 2021