



# policy

Name: Soliciting on Library Property Policy

Approved: July 24, 2023, by Franklin Public Library Board of Trustees

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## **Policy:**

Appropriate conduct on Franklin Public Library (also referred to as “FPL” or “Library”) grounds assures a secure and congenial environment. Library patrons and employees have the right to be treated with civility, courtesy and respect, at all times. Patrons also have the right to the undisturbed use of Library materials and services.

### **1. General Statement**

It is the established policy of the Library Board of the Franklin Public Library that solicitors and peddlers will not be permitted to solicit Library patrons or staff members on duty. Furthermore, staff members should direct salesmen to leave the building by informing them that Library staff is not permitted to discuss personal business matters on Library time. If a salesman persists, the Library Director or Librarian-in-Charge should be called to escort the solicitor out of the building. Religious proselytizing is also forbidden.

### **2. Distributing materials or speaking on Library property**

Franklin Public Library recognizes and supports the public’s rights to free speech that includes presenting speeches, distributing petitions or other information, and advocating views or positions. However, FPL also has an obligation to provide Library services to the public in an environment where access and privacy are maintained and where safe and unobstructed ingress and egress to FPL property is provided. Therefore, FPL has established this policy to allow free speech while ensuring that the rights of others to use Franklin Public Library are not impeded.

Persons wishing to reserve a designated meeting space in the Library should refer to the Meeting Room Policy.

## **Regulations:**

1. The following activities are prohibited within the Library, but may be permitted, where reasonable, outside on FPL grounds:
  - a. Distribution of leaflets, flyers, or other written publications;
  - b. Distribution and circulation of petitions to collect signatures;
  - c. Public demonstrations;

- d. Verbal communication conveying information other than Library business.
2. Persons wishing to engage in the above permitted public activities must notify the Library Director or Librarian-in-Charge in advance.
3. Persons wishing to engage in the above permitted public activities may only do so during FPL's normal hours of operation.
4. FPL designates only the sidewalks and walkways in front of the building and around the building as areas for persons to engage in the above permitted public activities. At no time can a person block disabled access into the Library. In addition, a person must stay at least fifty feet (50') from Library entrances to ensure Library users will have unobstructed facility ingress and egress.
5. Persons engaging in the above permitted public activities must be in compliance with FPL's Code of Conduct policy as well as federal, state, and local laws, ordinances, and statutes.
6. In the Library's aesthetic interest to maintain the premises free of debris and clutter, materials including, but not limited to, tents, tables, posters, flyers, placards, brochures, banners, or signs of any type may not be left unattended on FPL grounds. FPL will remove and dispose of any unattended materials.

**Enforcement:**

The Library Director reserves decision-making authority to enforce the regulations set forth in this policy.

**Appeals process:**

Persons who wish to appeal an enforcement decision can do so by writing to:

Franklin Public Library Board of Trustees  
c/o Franklin Public Library  
9151 W. Loomis Road  
Franklin, WI 53132