



**Wood Library Association
134 N Main St
Canandaigua, NY 14424**

Public Space Designation Policy

ADOPTED by Wood Library Board of Trustees 04/28/2025

Purpose

Wood Library (“the Library”) is committed to protecting the health, safety, welfare, and personal privacy of the Library employees and the general public who do business with or use the services of the Library.

Limited Access Public Forum

Wood Library is defined as a *limited access public forum*¹. The Library is open to the public on a limited or an invitation basis, with public and nonpublic spaces. Public spaces include, but are not limited to, the lobby, unreserved meeting rooms, library collections, and public computer areas. Nonpublic spaces include, but are not limited to, restrooms, reserved meeting rooms, staff room and offices, and storage areas.

Reasonable justifications for excluding the general public from designated nonpublic spaces on the property are:

- Protecting the private information of patrons
- Prevention of disruption of Library business
- Public safety and well-being

Nonpublic spaces may be designated by doors, physical barriers, building design features, signage, desks, stanchions, ropes, fencing, or other visible indications. The lack of visible indications does not prevent the Library from treating an area as a nonpublic space. The Library retains the right to inform patrons that an area is a nonpublic space.

¹The 2003 United States Supreme Court case, *United States v. American Library Association*, ruled that public libraries in the United States are deemed “*limited public forums*.” *Kreimer v. Bureau of Police for Morristown*, 958 F.2d 1242 (3rd Cir. 1992), added public libraries are designated limited public forums “because it has been designated as a forum for only limited uses.”