



Commemorative Flag Policy

JPAB Policy # 109
Approved: August 2021
Five-year Review Schedule: August 2026

PURPOSE:

This Policy shall guide the outdoor display of commemorative flags at the branch locations for the Santa Cruz Public Libraries.

In adopting this policy, the Library Joint Powers Board declares that Santa Cruz Public Libraries' flagpoles are not intended to serve as a forum for free expression of the public, but rather for the display of Federal, State and City flags, and any commemorative flags as may be recommended by the Library Director, endorsed by the Library Advisory Commission (LAC) and authorized by the Library Joint Powers Authority (LJPA) as an expression of the Library's official sentiments. Those sentiments must be rooted in the values that underpin the Library's Strategic Plan and its mission.

GUIDANCE:

Commemorative Flags

1. For purposes of this Policy, the term "commemorative flag" shall mean any flag that identifies with a specific date, historical event, cause, nation or group of people, whereby the Library honors or commemorates the date, event, cause, nation or people by displaying the flag.
2. The Library's Flagpoles are not a forum for free expression for or by the public.
3. Unless previously endorsed by the LAC and approved by the LJPA, Commemorative flags shall not be displayed on Library flag poles or in Library buildings.
4. The Library shall display commemorative flags only if endorsed by the LAC and authorized by the LJPA.
5. The recommendation for authorization of displaying a commemorative flag can only come from the Library Director.
6. Commemorative flags shall be authorized for display for a period of time that is reasonable or customary for the ceremony or the subject to be commemorated, but no longer than 31 continuous days. If the Director sees the need to commemorate the ceremony or subject for another period of time or for a longer period of time, he/she must make a new request to the LAC and then seek authorization from the LJPA.
7. Authorization for display is an expression of the Library's official sentiments and must be consistent with the Library's mission and Strategic Plan and should incorporate themes of diversity, equity, social justice, and inclusion.
8. Commemorative flags will be flown in accordance with all applicable provisions of federal and state laws.