

## **Library Programs Policy**

The Library sponsors informative and entertaining talks, demonstrations, audio-visual presentations, workshops, children's story times and crafts, concerts, and other special programs. Library programs are coordinated by Library Staff and/or Library Programmers and offered to the public.

Programs are selected by Library Staff and/or Library Programmers for their relevance to community needs and interests, popular appeal, and suitability for a general audience. Presenters are chosen for their proven expertise and public performance experience. Other factors considered are the availability of Staff and meeting area.

Fees may be charged and items may be sold to people attending Library programs. Prior notification and approval from the Director is required. Associates of the Presenter must handle the sale of any items.

Some programs may be restricted by age level. If program group size is limited, a waiting list may be compiled.

Programs may be cancelled for a number of reasons, chiefly: severe weather, absence of the presenter, or low registration. Cancelled programs are not automatically rescheduled.

The Library promotes its in-house programming through fliers, news releases, the Library's website, Facebook page, and other opportunities that may present themselves. Presenters may not publicize their programs without the approval of the Library Director.

The Library does not advocate or endorse the content and viewpoints of Presenters and Programs.

**Revised: 3-4-19**

**Policy Committee: 5- 2-22**

**Board Approved: 6-6-22**