

Programs Policy (January 22, 2024)

Library programs meet the informational, educational and cultural needs and diverse interests of community members, and are designed to introduce and encourage use of the library and its materials. The Library strives to offer a variety of programs that reflect the broad range of community interests. Programs also provide for community visibility and cooperative opportunities to introduce the Library to potential new users.

Library programs are events sponsored by the Library and overseen by the Library staff. Selection of library program topics, speakers, courses, classes and resource materials will be made by Library staff on the basis of interests and needs of the community. Any challenge to a program shall be made through the request for reconsideration policy and procedure. Unsolicited offers from individuals or organizations to present programs will be evaluated by the same standards used by staff when planning programming. (Programs held by outside groups using the Library facilities are subject to provisions in the Meeting Room Policy.)

All programs will be free and open to the public. Attendance may be limited if the nature of the program requires it. If attendance is limited, a fair and orderly registration process must be followed. The library may set a registration fee for programs where the fee for those special events is clearly designated to support library-related fundraising.

Optional charges for materials or books that participants will keep may be levied. The Library reserves the right to set age limits for children's programs. Attendance at other programs will not be restricted because of age, gender, race, background or beliefs.

Programs will not interfere with normal library operations if at all possible. If a program will interfere with normal library operations, it will be scheduled at such a time and date that the negative effects are minimized.

In scheduling programs, the Library will strive to hire presenters who do not have a vested interest in selling their products or services to participants. Presenters are prohibited from asking for participants' names. The speaker may leave business cards for participants to pick up after the program should anyone be interested. Library programs must be non-commercial in nature. Although a businessperson or other professional expert may present a program, the information should always be generic in nature. No solicitation of business is permitted.

The sale of products at a Library program is limited to visiting authors and performers who may sell their own works at the Library following Library programs.

Adopted by the Springvale Public Library Association Trustees

January 17, 2005. Revised January 22, 2024