



### **Programming Policy**

Staunton Public Library provides free and open access to services, resources, and programs that foster literacy, cultural appreciation, personal growth, and community connections. Programming is a fundamental component of library service that

- Introduces attendees to library resources and materials
- Provides learning and entertainment opportunities to meet the informational, educational and recreational needs of those attending the program
- Raises awareness and visibility of the Library within the community
- Supports and responds to emerging community interests as well as established interests and demands
- Extends outreach for underserved populations

Programs are free and open to all individuals and may be offered on- or off-site at the discretion of the Library. A variety of programs will be developed with consideration for the principles of accessibility, equity, and inclusiveness. The Library partners with other agencies, organizations, and individuals to present programs that further the Library's mission. The following criteria will be considered by staff in making decisions about program topics, speakers, and performers:

- Community needs and interest
- Availability of space and staff
- Presentation quality and suitability for the intended audience
- Presenter background and qualifications
- Historical or educational significance
- Connections to other community programs, exhibitions or events
- Relation to library collections, resources, exhibits and programs
- Popular appeal
- Budget

Unsolicited offers from individuals and organizations to present programs will be evaluated by the same standards used when planning Library programming.

Programs will not be offered or approved that support or oppose a specific religion or political view. Library programs may address religious or political themes to educate or inform, but not to promote, observe or proselytize a particular religious or political conviction. Holiday programs may be offered for the entertainment of library customers.

Reasonable accommodations will be made to ensure that programs are accessible to all who wish to attend and participate. However, space restrictions or program requirements may limit the number of people who may attend. When limits must be established, attendance will be determined on a first come, first served basis, either with advanced registration or at the door. Library staff has the discretion to cancel programs, to be rescheduled or not.



Presenters may not solicit business before, during, or following a program. However, recognizing that program attendees may wish to purchase items like books written by speakers or recordings made by performers, the Library may permit the sale of such items in conjunction with a library-sponsored program. All plans to sell such items must be arranged in advance and approved by library staff responsible for the program. Program presenters are responsible for the handling of all sales.

The Library reserves the right to use video or photographs taken of program participants for internal use, publication, and use in library promotional outlets, and for evaluation purposes.

This program policy does not apply to events that are developed for the Library's special purposes such as donor recognition or fund-raising.

Presentations at the Library by any groups or individuals should not be considered evidence of the Library's endorsement of the ideas expressed in the programs. Decisions to provide programs will not be made on the basis of any anticipated approval or disapproval, but solely on the merits of the program in serving the interests of Library customers.