



Irvin L. Young Memorial Library

LIBRARY PROGRAMS AND EVENTS POLICY

Programming is an integral component of library service that:

- Expands the library's role and visibility in the community
- Introduces the public to the library's facility, materials, and services
- Provides opportunities for lifelong learning, the exchange of ideas, and entertainment

The following criteria are used in making decisions about program topics, speakers, and accompanying resources:

- Community needs and interests
- Availability of program space
- Treatment of content for intended audience
- Quality of presentation
- Presenter background and qualifications in content area
- Budget
- Historical, educational or cultural significance
- Connection to other community programs, exhibitions, or events
- Relation to library collections, resources, or exhibits

Library programs are offered as availability of staff, funds, and other resources allow.

The library's commitment to open access to information and ideas extends to library programming and the library does not knowingly discriminate through its programming. Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by participants and program topics, speakers and resources are not excluded from programs because of possible controversy. Library-sponsored programs are open to the public and free of charge. Registration may be required for planning purposes or when space is limited. A fee may be charged for materials or other out-of-pocket costs for certain types of programs. At the discretion of the Library Director, the sale of books, DVDs or CDs by an author or performer may be allowed as part of the program. Programs may be held on or off-site.

The library reserves the right to:

- Limit attendance at events due to space considerations and based on the nature of the program
- Set appropriate age limits for programs
- Cancel or postpone a program due to unforeseen circumstances



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- Deny attendance to anyone who is disruptive or who violates any of the applicable library policies.
- Require adult supervision at all programs involving youth under the age of four, in accordance with the library's [Unattended Child](#) policy, unless otherwise stated by the program facilitator. The policy states:

Children from birth through age 6 must have a parent/caregiver in the immediate vicinity of the child. The assigned caregiver must be at least 12 years old and must carry emergency contact information. An exception would be children ages 4 and 5 attending a story time or other library program without a parent/caregiver in the room. However, the parent/caregiver must remain in the library building and immediately join the child at the end of the program.

- Require that only adults who are accompanying a child are allowed to attend programs intended for children.

The Library welcomes expressions of opinion from patrons concerning programming. If a patron questions a library program, they should first address the concern with the library staff member in charge of the program. Patrons who wish to continue their request for review of library programs may submit the Request for Reconsideration form. Requests for review of programs will be considered in the same manner as requests for reconsideration of library materials as outlined in the Library's [Collection Development](#) policy.

Program participants should expect that photographs and/or videos may be taken at library-sponsored programs and may be used in the library's marketing materials, including, but not limited to, social media and websites, in accordance with the Library's [Photography, Filming and Videography](#) policy.

The library assumes no responsibility for loss or damage to personal property at any library event.