



PROGRAMMING POLICY

Purpose:

Library programs, outreach and events are offered to expand the library's role as a community resource, introduce patrons and non-users to library resources, provide entertainment and opportunities for lifelong learning and to expand the accessibility of the library. Selection of library program topics, speakers, courses, classes and resource materials will be made by library staff on the basis of the interests and needs of library patrons and the community. Selection of a program or event does not constitute or imply agreement with or approval of the content. Library programming will not exclude topics, books, speakers, media and other resources because they might be controversial.

The Library Board recognizes that programs and outreach events are an integral part of library service to the community. In conjunction with the Library Director, the Library Board will establish a budget and goals for programming to facilitate the effective implementation of this service.

Not all programs and events that occur in the library are covered by this policy. Library meeting and study rooms can be used by the public without being defined as library programming and are governed by the Meeting Room Use Policy. The McMillan Memorial Library Programming Policy is intended to cover library managed and library sponsored programs as well as programs that are library partnerships with external organizations.

Library Programming:

Programming includes such activities as storytimes, craft activities, movie showings, outreach events, the summer library program, book discussion groups, author visits, informational or entertaining speakers and performers. Library programs shall generally be voluntary, free and open to the public. However, a fee may be permissible for certain types of library initiated programs. Registration may be required for planning purposes or when space is limited. Programs may be held on site at the library or off site. The library does not deny access to library-initiated programs if patrons owe the library fees. Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

In no particular order, the following criteria are used in making decisions about program topics, speakers and accompanying resources:

- Community needs and interests
- Diversity, equity and inclusion
- Availability of program space
- Treatment of content for intended audience
- Presentation quality
- Presenter's background / qualifications in content area
- Budget
- Historical or educational significance
- Connection to other community programs, exhibitions or events
- Relation to library collections, resources, exhibits or programs

The library draws upon other community resources in developing programs and actively partners with other community agencies, organizations, educational and cultural institutions, or individuals to develop

and present co-sponsored public programs. Professional performers and presenters that reflect specialized or unique expertise may be hired for library programs; performers and presenters will not be excluded from consideration because of their origin, background, sexuality, gender, religion, ability, views or because of possible controversy. The final responsibility for library programming and events is held by the Library Director.

Library patrons and the local community members may recommend topics or speakers for consideration.

Photographs Taken at Library Programs:

Library program and event participants consent to be photographed and/or filmed and give permission for those images to be used for library promotion. To ensure the privacy of all individuals, including children, images will not be identified using full names or personal identifying information without the written approval from the photographed individual or their legal guardian. Participants who do not wish to be photographed should notify library staff.

Reconsideration Requests:

The McMillan Memorial Library recognizes that some programs and events may be deemed inappropriate or offensive by some patrons. Events will not be excluded solely on the grounds that they may be controversial. The McMillan Memorial Library adheres to and supports the [Library Bill of Rights, Freedom to View Statement](#) and the [Freedom to Read Statement](#).

Please contact the Library Director with questions, comments or concerns about library programs or events. Any formal complaints should be directed to the Library Director in writing. After consideration, the Library Director will determine if the program or event should be canceled, in writing, within 7 business days. Patrons may appeal a decision of the Library Director to the Library Board, in writing, within 10 business days. The issue will be added to the Library Board agenda within two months.

Once a program or event has been challenged, it may not be reviewed again for a period of two years. Patrons must reside in a South Central Library System county to have their request considered and only one request per patron will be considered at a time.

Adopted by the McMillan Memorial Library Board of Trustees: January 17, 2024