

POLICY 4.8.2.2

BIBLIOTHÈQUE PUBLIQUE DU CANTON DE RUSSELL TOWNSHIP OF RUSSELL PUBLIC LIBRARY



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Title of policy :	Programming Policy
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Statement of purpose

Programs and events are defined as any group activity offered to the community or a defined group that the library coordinates, plans and/or presents on its own, in partnership with another organization or via a third party contract.

The purpose of this policy is to provide guidelines for the development of library programs and events and to inform the public about the principles and criteria by which programs and events are selected.

Library Programming Statement

Programming is an essential part of the library's services to the public. It supports the library's mission and values by:

- * promoting the communication of ideas;
- * developing informed citizens;
- * inviting public discussion;
- * fostering creativity and innovation;
- * promoting reading and literacy including technological and digital literacy;
- * offering opportunities for lifelong learning;
- * providing entertaining, enjoyable, educational experiences;
- * celebrating the community's heritage and history;
- * highlighting the library's collections and services;
- * and foster a community of diversity and inclusiveness.

Programs allow the library to forge community partnerships with a wide variety of groups and individuals and to share and showcase local expertise and resources. By participating actively in the development and delivery of programs and events, residents are a driving force in building a library which remains relevant to their lives.

Programs and events are developed to respond to emerging community interests as well as to sustain demonstrated interests and demands.

The library upholds the principle of intellectual freedom and supports the rights of individuals to read, speak, view and exchange differing points of view on any subject. The library will make available a wide spectrum of opinions and viewpoints and may present controversial programs in order to ensure public access to all sides of an issue.

The library's presentation or sponsorship of a program or event does not constitute an endorsement of the content of the program or the views expressed by presenters or participants.

GUIDELINES

1 Program Selection and Delivery

1.1 Programs and events offered by the library will be consistent with the Library Programming Statement and the library's strategic directions.

1.2.1 The library will offer programs and events for a variety of age groups including children, teenagers, young adults, adults and families.

1.2.2 The Library will offer a balance of large scale and smaller group event and program formats.

1.3 Special consideration may be given to programs and events that can attract a new and unique audience to the library.

1.4.1 Events and programs may be presented or facilitated by staff, volunteers, experts from the community or from the surrounding area or, occasionally, experts from the outside with knowledge on a specific topic.

1.4.2 The library may participate in cooperative programs or events with other agencies, organizations, or institutions.

1.5 Programs and events may be offered without charge or for a nominal fee based on the costs associated with the program or event.

1.6 The library may limit program attendance. When limited, participation will be based on a first come, first served basis.

1.7 The library may set age guidelines for participation in programs and events.

1.8 The library may be unable to accommodate groups (classes, daycares, day camps, community groups, home-schooling groups) at registered or drop-in programs for children. Group representatives should contact the library in advance to register or confirm participation.

1.9 The library reserves the right to cancel programs or events and will make every effort to notify registered participants and the public.

1.10 Priority will be given to programs and events delivered within a library facility but programs may be delivered exceptionally in other venues within the community.

1.11 Programs or events shall not be in contravention of federal or provincial laws and regulations, or municipal by-laws.

1.12 The library may allow presenters to display products or books for purchase.

1.13 The library will not offer programming that is purely commercial.

2 Promotion

The library will promote programs and events through a variety of creative means including digital and social media.

3 Evaluation

3.1 The library regularly evaluates programs and events.

3.2 The library makes available a process for user feedback and expressions of opinions/concerns about programs and events.

3.3 The library encourages users and the public to suggest topics for future programs and events. Suggestions will be considered in light of the programming criteria and library resources.