

## **Memorial Library of Nazareth and Vicinity**

### **24-02 Library Program Policy**

The Memorial Library of Nazareth and Vicinity (MLNV) offers programs for all ages. The programs offered are intended to support the library's mission. Programs are a means to inspire and enrich the lives of the residents in our supporting municipalities. The MLNV's Library Board delegates the development and presentation of programs to the Library Director.

### **MLNV or Friends of the Library Sponsored Programs**

All programs offered at the MNLV are sponsored by MLNV or Friends of the Library.

### **Programming Guidelines**

1. Programs offered will be open to the public, including non-cardholders. Some programs funded by grants may restrict incentives or program materials to MLNV cardholders only.
2. Programs are offered free of charge; a small fee for materials may be requested.
3. Program content is appropriate for group presentation.
4. Space and physical arrangement are safe and conducive to effective program delivery.
5. There may be attendance capacity limitations to ensure the safety or success of a program. When limits are necessary, attendance will be determined on a first come first served basis via the library's online registration function. Patrons can visit the library website and locate the program on the calendar to find the link to register for a program.
6. Programs are non-commercial. Presenters may have a business affiliation, but no solicitation or promotion for business purposes will be permitted. The distribution of business cards is acceptable.
7. Authors or performers may sell their books or other materials as part of the library program. The MLNV or the Friends of the Library may use these sales to fundraise to benefit the library.

Types of programs include, but are not limited to, book discussions, storytimes, family literacy programs, author visits, artistic and music performances, demonstrations, workshops, instructional classes, lectures, and library tours. Programming possibilities are limited by available funds.

MLNV and Friends of the Library do not sponsor programs that support or oppose any political candidate or any politically affiliated group. MLNV and Friends of the Library do not sponsor programs that support or oppose specific religious convictions. The library will aim to provide programs that reflect the community's diversity. Sponsorship by MLNV or Friends of the Library does not constitute endorsement of program content.

Program presenters include library staff with relevant skills or expertise, volunteers or staff from co-sponsoring organizations, local or visiting authors and performing artists, local or visiting speakers with recognized credentials or relevant experience, and qualified instructors and trainers.

### **Program Selection**

The library selects programs that include a broad spectrum of opinions and viewpoints. Community input strongly influences programming and is collected through surveys and direct conversations. Patrons with a valid library card can request program topics. The staff will evaluate the request based on the public's demonstrated interest in the topic and available budget. Program presenters will be selected from local, regional, and national talent to offer quality experiences.

### **Challenging a Decision to Deny a Program Suggestion**

A patron in good standing who would like to challenge a decision made by the Library Director to offer or not to offer a specific program is invited to submit a Request for Reconsideration form. Requests for review of programs will be considered in the same manner as requests for reconsideration of space reservations as outlined in the Meeting Space Policy.

Approved by the Memorial Library of Nazareth and Vicinity Library Board on Tuesday, March 26, 2024.