

## **PROGRAMMING**

*Adopted by the Library Board of Control, April, 25, 2022*

### **PURPOSE**

The West Feliciana Parish Library offers programs intended to further the Library's mission of connecting our community to lifelong learning, resources, and each other. This policy establishes guidelines for the types of programs that are planned and presented.

### **DEFINITIONS AND SCOPE**

The West Feliciana Parish Library defines a program as an intentional activity or event in a group setting developed to meet the needs and/or interests of an anticipated target audience and build relationships between participants and the library.

Programming is an integral component of library service that:

- Expands the library's role as a social connector
- Introduces patrons and non-users to library and community resources
- Creates opportunities for individuals to collaborate, innovate, inspire one another, and generate content
- Provides opportunities for lifelong learning and literacy
- Expands visibility and fosters community understanding of the library

Programs will include, but will not be limited to, lectures, community forums, visual and performance art, interactive workshops, continuing education, and discussion groups.

#### **I. Program Selection and Design**

Factors for the creation or selection of library programming include:

- Interests and needs of the community
- The suitability of content for the interests and developmental needs of the anticipated target audience
- Presenter background and qualifications in content area
- Historical, cultural, or educational significance
- The quality, accuracy, and timeliness of program content
- Availability of library resources such as staff, space, and financial resources
- Availability of equitable programming elsewhere

## II. **Criteria for Programs**

1. Must be open to the public and free of charge to all patrons regardless of age, race, religion, familial beliefs, sexual orientation, gender identity, or political affiliation.

When safety or the success of a program requires it, attendance may be limited. When limits must be established, attendance will be determined on a first come, first-served basis, either with advanced registration or at the door.

In some cases, the nature and success of a program may require a limited attendance based on age, especially programs intended for children and teens that are geared to their interests and developmental needs. In no case will attendance of a program be limited because the content of the program may be controversial.

2. Must be free of charge.

At the discretion of the Director, professional performers or presenters will be permitted to offer books, CDs, or other items as part of a Library program but admittance into the program may not be dependent on the possession or purchasing of a presenter's products. Presenters are encouraged to donate a copy of their work to the Library for possible inclusion in the collection.

3. Must not be commercial in nature. This includes free programming offered with the intent of soliciting or advertising to future customers.
4. Must not support or oppose a specific religion. Programs celebrating culturally significant holidays are permitted, provided no attempts are made to endorse or oppose specific religions.
5. Presenters are required to abide by the Public Performer's Contract

The library reserves the right to cancel programs at any time and for any reason at the discretion of the library director or the director's designees.

### **PROGRAMS INITIATED BY OTHER ORGANIZATIONS**

The library allows use of its meeting spaces for events and programs not sponsored by the West Feliciana Parish Library. Programs initiated by other organizations are not to be considered library programs and do not reflect the mission and values of the West Feliciana Parish Library.