

SANDOWN PUBLIC LIBRARY

PROGRAMMING POLICY

The Library offers programming as part of its overall mission to inspire readers, enrich lives, and create community. In accordance with our mission and values, the Library offers programming for all ages.

Criteria for selecting programs and speakers include:

- Expressed community needs and interest
- Budget and cost of program
- Space required for program
- Historical or educational significance
- Connection to other community programs, exhibitions, or events
- Presenter background/qualifications in content area
- Presenter qualifications/references as a program presenter
- Relevance/appropriateness of program to Library's mission, values, and goals
- Staff time

Types of Library programs include, but are not limited to:

- Book discussions
- Story time for children
- Author visits/readings
- Creative performances (art and music for example)
- Movie showings
- Demonstrations and workshops
- Instructional classes
- Lectures and presentations
- Exhibits and associated programs
- Community forums that may include sensitive and/or controversial subject matter
- Library tours and orientations

The Library does not knowingly or intentionally discriminate through its programming. While we will strive to make all library programs free and open to the public without limit, there may occasionally be a fee to cover materials or other costs, or an attendance limit that manages space, cost, or presenter's needs. No library programs will be used to commercial, religious, or partisan purposes. Although a business or professional expert may present a program, the content must be information about the topic and not soliciting or a solicitation for business. Library sponsorship of a program does not constitute an endorsement of the content of the program or views expressed at the program.

The library strives to include a wide range of subjects and viewpoints in library-sponsored programs and exhibits. Program topics, speakers and resources are not excluded from library programs based on their origin, background, sexuality, gender, religion, ability, or views, or because of possible controversy. Programs cannot be used purely for solicitation or for partisan purposes.

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The sale of books or CDs is permissible as part of an approved Library program. Presenters are encouraged to donate a copy of their work to the Library, if not already owned, for inclusion in the Library collection.

Library programs may occur during normal operating hours in various areas of the library. The responsibility for a child's choice to attend or to be present during a program belongs with the parents and/or legal guardians of the child.

Some programs may require individuals to register using a Sandown Public Library card and/or may be limited based on space and supply requirements. A waiting list is often available should program registration become full. Programs may be cancelled for a number of reasons, including but not limited to, severe weather and low registration. Library programs are promoted through a variety of venues including the Library website, social media sites, newspaper releases, Library newsletters, and flyers.





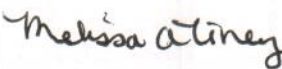
While the library promotes the free and open exchange of ideas, a distinction must be made between programs which are created and designed by the library and programs designed by groups outside the library. The library does not attempt to control or be responsible for the content of programs it does not create. It recognizes that the group bringing the program to the library is responsible for its content and execution. Library sponsorship of a program does not constitute or imply an endorsement of the presenter's content, beliefs, or outside organizational policies, by any Sandown Public Library personnel, the Sandown Public Library Board of Trustees, the Friends of the Sandown Public Library, or by the Town of Sandown.

Should a Sandown community member or a Library cardholder object to a particular Library program, the challenger will be offered the opportunity to express their opinion to the Library Director. If, for some reason, the discussion cannot take place or the patron is not satisfied, the patron shall be encouraged to file a request for reconsideration, to be reviewed by the Library Director and brought before the Board of Trustees at their next scheduled meeting. The program will be evaluated and during the time of reconsideration, no changes will be made. The Board of Trustees will respond with a written decision within 30 days of the meeting. Persons still wishing to express concerns to the Board will be heard during a regular meeting under the agenda item, "Public Input" or at another time designated by the Board for public expression. In the event of an appeal, the decision of the Library Board of Trustees is final.

This policy has been established by the Board of Trustees and is subject to periodic review and/or revision at the discretion of the Board.

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<u>Name:</u>	<u>Signature & Date:</u>
Carol Busby, Chair	
Carol Fournier, Treasurer STEPHEN BROWN	
Diana True, Vice Chair	 10/13/2022
Julie Drouin	 10/13/22
Melissa Tiney, Secretary	 09/28/2022

Cherry

EXAMINER: [unclear]