

PROGRAMMING POLICY

The Library supports its mission of connecting people with the world of ideas and information of literary and educational materials by developing and presenting programs that provide additional opportunities for information of artistic, cultural and educational learning, and entertainment.

Programming is an integral component of library service that:

- Expands the Library's role as a community resource.
- Introduces patrons and non-users to Library resources.
- Provides entertainment.
- Provides opportunities for lifelong learning.
- Expands the visibility of the library.

Ultimate responsibility for programming at the Library rests with the Director, who administers under the authority of the Board of Trustees. The Director utilizes the Program Director who then through their expertise of collections, services and facilities in developing and delivering programming. The Program Director uses the following criteria in making decisions about program topics, speakers, and accompanying resources:

- Community needs and interests.
- Availability of program space.
- Treatment of content for intended audience.
- Presentation quality.
- Presenter background/qualifications in content area.
- Budget.
- Relevance to community interests and issues.
- Historical or educational significance.
- Connection to other community programs, exhibitions or events.
- Relation to Library collections, resources, exhibits and programs.

In addition, 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, or views, or because of possible controversy.

All Library programs are open to the public. A fee may be charged for certain types of Library programs. The Library's philosophy of open access to information and ideas extends to Library programming, and the library does not knowingly discriminate through its programming. Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by participants, and program topics, speakers and resources are not excluded from programs because of possible controversy.

Registration may be required for planning purposes or when space is limited. Programs may be held on site at the Library/Theater, or off site. Any sales of products at Library programs must be approved by the Library Director and benefits the Library. Programs are not used for commercial, religious, or partisan purposes or the solicitation of business.

External organizations or individuals partnering with the Library on programs must coordinate marketing efforts with the Library's Program Director.

The Library welcomes expressions of opinion from customers concerning programming. If a customer questions a library program, he/she should address the concern with the Library's Program Director or the Library Director.

PROGRAM PRESENTERS

For larger programs/presenters who may have overnight accommodations, etc.:

- All travel expenses should be all inclusive in the fee presented to library.
- In addition, presenters should be performing their own copyrighted materials and paying for their own music royalty license fees.

STIPEND FOR PRESENTERS

If a program presenter offers an event free and no fee is declared or negotiated.

The District library will compensate the presenter for their time/travel expenses, with prior approval.

- Presenters who reside inside geographic area defines as Presque Isle County, Alpena County, Cheboygan County, and Montmorency County: \$50
- Presenters who reside outside of district library area: \$150

Adopted: November 9th, 2016

Amended: July 10th, 2019

Amended: March 9th, 2022