

## **Driftwood Public Library Programming Policy**

Driftwood Public Library provides programs to serve the Library's mission of providing open access to diverse recreational and informational opportunities.

### **Selection of Programs**

Library programs are events planned, organized, and/or implemented by library staff. Library staff use the following criteria in making decisions about program topics, speakers, and accompanying resources:

- Community needs and interest
- Availability of program space
- Treatment of content for intended audience
- Presentation quality
- Presenter background/qualifications in content area
- Budget
- 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 institutions, or individuals to develop and present co-sponsored library 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.

The Library will strive to include a wide spectrum of opinions and viewpoints in Library-initiated programs, as well as offer programs that appeal to a range of ages, interests, and information needs. Library-initiated programming should not exclude topics, books, speakers, media, and other resources solely because they may be considered to be controversial. Acceptance of a program topic by the Library does not constitute an endorsement by Driftwood Public Library or the City of Lincoln City of the content of the program or the views expressed by the participants.

Programs may be offered in library facilities or offsite.

## **Responsibility**

Library staff accept suggestions for programs and speakers, but topic and speaker selection is at the discretion of the library staff, and ultimately, the Library Director.

## **Access**

All programs are open to the public. Some meetings and programs may be designed with specific audiences in mind, i.e., children's programs and parenting programs. Programs targeted toward specific audiences are to be publicized as such.

Registration may be necessary for some library programs. Library staff will collect necessary information for program registration. Collected information will not be shared with others unless permission is given by the attendee.

Attendance may be limited due to space, or when safety or the success of a program requires it. Limits will be accomplished on a first come, first served basis either with advanced registration or at the door.

## **Fees and Sale of Items**

The Library strives to provide the vast majority of its programming free of charge. A fee may be charged to recover the cost of a presenter, materials, or supplies when it would otherwise not be feasible to offer the program.

While a presenter may not directly solicit commercial business or market merchandise during a presentation or program, occasionally the Library may grant permission to have merchandise and/or materials related to the program available for purchase. Any sales of products at Library programs must be approved by the Driftwood Public Library Director. Program attendees are encouraged to inform staff if they feel a presenter has been overly aggressive in marketing a product or service at a program, or continues to contact them without their permission subsequent to their attendance at a program.

### **Non-library-initiated Programs**

Not all programs and meetings held at the Library must be library-initiated. Driftwood Public Library has rooms available for reservation and use by the community. Non-library-initiated meetings and programs are subject to the Driftwood Public Library Meeting Room Policy.

### **Questions and Concerns**

The Library welcomes expressions of opinion from patrons concerning programming. Questions or concerns regarding library programs should first be addressed with a Library staff member. Patrons who wish to continue their request for review may submit a Request for Reconsideration form, which can be obtained at the Library or on the Library's website. Requests for review of programs will be considered in the same manner as requests for reconsideration of materials, as outlined in the Request for Reconsideration Policy.

**Approved by the Library Advisory Board on October 3, 2018**