

SKFL PROGRAMMING POLICY

Approved 8/1/23

Purpose

Sherrill-Kenwood Free Library (SKFL) develops and presents programs and classes that provide opportunities for information, life-long learning, recreation, and entertainment, and has therefore adopted this Programming Policy.

Programming is an integral component of library service that:

- Extends the library's role as a community institution
- Introduces the community to library resources
- Expands the visibility of the library

The Director oversees library programming as the designee of the Board of Trustees. At the discretion of the Director, programming administration may be assigned to qualified staff.

Program Criteria

The Director and library staff use the following criteria in making decisions about program topics, speakers, and accompanying resources:

- Community needs and interests, and relevance to the community
- Availability of program space
- Designed, implemented, and evaluated of content for intended audience
- Presentation quality and presenter background/qualifications in content area
- Budget
- Historical or educational significance
- Connection to other community programs, exhibitions, and/or events
- Relation to library collections, resources, exhibits, and/or other programs

All SKFL programs are open to the public.

Guidelines

- When selecting programming, SKFL will work to accommodate and include all community members.
- Registration may be required for planning purposes and/or when space is limited. Any sales of products at library programs must be approved by the Director and benefit the library.
- Programs are not used for commercial, religious, or partisan purposes or the solicitation of business.

- The library reserves the right to cancel a program. Rescheduling is at the discretion of the library.

Outside Presenters

Sherrill-Kenwood Free Library may partner with other agencies, organizations, educational and cultural institutions, and/or individuals to develop and present co-sponsored public programs.

- Professional performers and presenters that reflect specialized or unique expertise may be hired and compensated for their time and talent.
- Library staff who present or facilitate programs do so as part of their regular job and are not hired as outside contractors for programming.
- External organizations or individuals partnering with the library on programs must coordinate marketing efforts with the Director.
- Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by facilitators, presenters, and/or participants. Performers and presenters will not be excluded from consideration because of their origin, background, or views, or because of possible controversy.

Access Statement

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.