

# Madawaska Valley Public Library Policy Manual

**Policy Type: Operational**

**Policy Number: OP-08**

**Policy Title: Programming**

**Initial Approval Date: 25 September 2013**

**Last Review / Revision Date: June 26, 2023**

**Review Date: June 26, 2026**

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## Objective

To define the provisions of programs at the Madawaska Valley Public Library (the Library).

## Scope

Programming supports the Library's mission to stimulate imagination, creativity and inquiry. Programming provides information, invites public discussion, encourages creativity and social interaction, promotes literacy, reading and a quest for knowledge. Programming promotes the Library's resources and services.

1. Programs are defined as any group activity offered to the Library's clients and the community that staff coordinate, plan and/or present.
2. The Madawaska Valley Public Library upholds the principle of intellectual freedom embodied in the Canadian Federation of Library Associations' Statement of Intellectual Freedom and Libraries. Library sponsorship of a program does not constitute an endorsement of the content of the program, or the views expressed by presenters or participants. See Intellectual Freedom Policy FN-03 and Meeting Rooms OP-10.
3. The Library will:
  - a) Make available a wide spectrum of opinions and viewpoints
  - b) Select programs based on the interest and needs of the community it serves
  - c) Use programs to promote interest in, and the joy of, reading and literacy
  - d) Make programs available free of charge except for fundraising events to benefit the library, or those held off-site where a nominal fee may be charged to offset the related costs
  - e) Limit program attendance based on safe use of space, or when success of a program requires it
  - f) Make programs open to all, based on a first come, first served basis, either with advance registration or at the door
  - g) Not offer programming that is purely commercial or intent
  - h) Assess the credibility of any partners involved in delivering programs
  - i) Regularly evaluate the planning and delivery of programs
  - j) Make available a process for client feedback and expressions of opinions and/or concerns about programs.
4. The Library may:
  - a) Offer programs for children, young adults, adults and families
  - b) Participate in cooperative programs with other agencies, organizations, institutions or individuals
  - c) Sponsor programs in the Library or outside the Library's facilities

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- d) Promote programs through brochures, news releases and the Library's website
- e) Allow presenters to display products or books for purchase.

### **Related Documents:**

Policy Number FN-04: Respect and Acknowledgment Declaration

Policy Number OP-04: Code of Conduct for the Public

Policy Number FN-03 : Intellectual Freedom

Policy Number OP-11 : Meeting Rooms