**Purpose**

The purpose of this policy is to provide a range of programs to meet the needs of

people of all ages in the Glenwood City community for information, educational, and recreational opportunities and for personal growth and development.

**Policy**

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

**Programming Resources**

Library staff expertise, collections, services and facilities are utilized in developing and delivering informational, educational, and recreational programming. In no particular order, the following criteria are used in making decisions about program topics, speakers, and accompanying resources:

• Community needs and interests

• Diversity, equity, and inclusion

• Availability of program space

• Treatment of content for intended audience

• Presentation quality

• Presenter’s background/qualifications in content area

• Budget

• Historical or educational significance

• Connection to other community programs, exhibitions, or events

• Relation to library collections, resources, exhibits, or 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, sexuality, gender, religion, ability, or views, or because of possible controversy. Programs will not be cancelled because of the ideas or topics of the program or the views expressed by participants or speakers. Library staff who present programs do so as part of their regular job and are not hired as outside contractors for programming.

Program Participation All Library programs are open to the public. In general, library programs are free, however, a fee may be charged for Library programs to recover the cost of a presenter, materials or supplies, when it would otherwise not be feasible to offer the program. Registration may be required for planning purposes or when space is limited. Programs may be held on site at the Library or off site. The Library does not deny access to library-initiated programs if patrons owe the library for overdue fines or other fees, nor will program attendees be required to share their personal information in order to attend a Program. Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

**Photography and Filming**

Programs sponsored by the library within the library or at off-site library sponsored events may be photographed or video-recorded by the library staff or its representatives. Attendance at a library sponsored program constitutes the consent of all attendees and the consent of the parents or legal guardians of any minor children in attendance, to the future broadcast, publication, or other use of photographs or videos at the sole discretion of the library. The library may utilize photos and videos from public programs and events at the library and at off-site library sponsored events on its website, social media and in library publications. To ensure the privacy of all individuals including children, images will not be identified using full names or personal identifying information without the written approval from the photographed individual, parent or legal guardian.

Participants may request in writing that their image not be used by the Library.