



Revised	
Next Review	2030
Reviewed	
Original	August 2025

Programming Policy

Programming is an integral part of library services. The Indian Valley Public Library (IVPL) provides programming that:

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

This programming policy does not apply to:

- Events that are developed for special Library-related purposes such as donor recognition, fund raising, or media conferences.
- Programs offered by other organizations on Library premises where space is reserved under the terms and conditions of the Meeting Room Policy available on the Library's website. The Library cannot assist in publicizing these programs and they will not be included on the Library's calendar of events.

This policy addresses programming developed and sponsored by the Library and/or developed by members of the regional community and cosponsored/partnered by the Library. For all other programs, please refer to IVPL's Meeting Room Policy.

Criteria for Program Planning

Library staff may use, but are not limited to, the following criteria in program planning:

- Relation to the Library mission and service goals
- Community needs and interest
- Presentation quality and treatment of content for intended audience(s)
- Presenter background/qualifications/reputation
- Representation of diverse cultural backgrounds, opinions, and viewpoints
- Connection to other community programs, exhibits, or events
- Performer clearances for youth programming (18 and under)
- Availability of program space
- Budget and staffing constraints
- Educational, historical, or current significance
- Health or safety considerations

Additional considerations:

- Programs will be developed with consideration for the principles of accessibility and equity.
- Advance registration may be required for any program.
- The purpose of programs may not be purely commercial or for the solicitation of business.
- Library programs may be held on Library property, offsite (outreach), virtual, or hybrid.
- Library staff has the discretion to cancel programs for any reason, to be rescheduled or not. Staff will provide as much notice as possible.

- Programs scheduled during a time when IVPL closes for inclement weather or other emergencies are automatically cancelled. Rescheduling is at the discretion of the Library.
- Every attempt will be made to accommodate all who wish to attend a program. However, when safety or the success of a program requires it, attendance may be limited. When limits must be established, attendance will be determined on a first come, first served basis, either with advanced registration or at the door.
- The Library cannot accommodate events that are expected to exceed code-established room capacity.
- The majority of programs are scheduled to occur during normal hours of operation.
- The nature and success of some programs may require that attendance is limited based on age, especially programs intended for children and teens that are geared to their interests and developmental needs.
- In no case will attendance at a program be limited because of the content of the program.
- IVPL reserves the right to use video or photographs taken of program participants for internal use, publication, promotional use, and for evaluation purposes. All photography and videography is subject to the Photography and Videography policy, available on the Library's website. If you do not wish to be photographed, please let Library staff know.
- The Library Director may approve the sale of items related to the program. This must be preapproved.
- While most programs will be offered free of charge, a program participation fee may be charged, with prior approval:
 - To recover the cost of materials or supplies when otherwise it would not be feasible to offer the program
 - To cover the cost of an educational program which provides an official certification or endorsement
- All performers and participants are required to adhere to the Library's Library Use Policy.

Partner/Cosponsored Programs

Indian Valley Public Library may partner or cosponsor with other agencies, organizations, and businesses provided the programs are compatible with the Library's mission and goals outlined in our strategic plan. Cosponsored programs must include involvement by Library staff in the planning of program content. Professional performers and presenters who offer specialized or unique expertise may be hired for Library programs.

Library sponsorship of a program does not constitute or imply endorsement of its policies, beliefs, or program by any Library personnel, trustee, or the Library.

Community Meeting Room Use

Use of the IVPL meeting rooms is dictated by the Meeting Room Policy.

Individuals and organizations that use the meeting rooms that fall outside of this policy are subject to the rules and requirements of said policy.

Request for Reconsideration

The Indian Valley Public Library welcome expressions of opinions from patrons concerning programming. Patrons should address questions about a program with a Library staff member. Patrons who wish to continue their request for review of Library programs may submit the Request for Reconsideration form available on the Library website. Requests for review of programs will be considered in the same manner as requests for reconsideration of Library materials as outlined in the Collection Development policy.