



# ZION-BENTON PUBLIC LIBRARY

## Program Policy

The Board of Trustees of the Zion-Benton Public Library District recognizes the importance of programs in the fulfillment of the Library's mission. This policy provides a framework for selecting programs. It guides library staff in managing programs and informs the public of the principles upon which programs are selected. The Library Director is ultimately responsible for selecting library programs and operates within the policies approved by the Board of Trustees of the ZBPLD. The Director delegates program development duties to staff with the authority to interpret and apply the policy.

The Zion-Benton Public Library District offers programs that inform, educate, entertain, and provide enrichment to our communities. This policy reflects the Library's philosophy regarding free and open access to information and ideas. Library programs support the mission of the Library.

The Board of Trustees endorses the American Library Association's Library Bill of Rights and this Interpretation.<sup>12</sup>

Library-initiated programs are intended to provide "for the interest, information and enlightenment of all people of the community the library serves", as stated in Article 1 of the Library Bill of Rights. The Library seeks to meet the needs of our diverse community, recognizing that some programs may include views that may be controversial to some users. Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by participants.

Programs will make use of the skills and talents of staff members as well as individuals and organizations from the community, region and beyond. All programs are open to the public, although some may be designed for specific audiences or ages.

To reach target audiences, programs may take place inside the library facilities as well as at other venues within the library district or area.

Requests from individuals to present programs are considered and weighed against the public's demonstrated interest in the topic, budget, and other allocated resources as well as the presenter's demonstrated qualifications, expertise and reputation. Decisions on which programs to offer are made by the Library's staff.

Registration may be required for planning purposes or when space is limited. Any sales of products at Library programs must be approved by the Library prior to the date of the program. Programs are not offered that are of a purely commercial nature, intended to solicit business. However, with permission authors or musicians may be allowed to sell their books or audio recordings as a resource to patrons. Rarely, fees may be charged for certain types of programs.

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<sup>1</sup> <http://www.ala.org/advocacy/intfreedom/librarybill/interpretations/programs>

<sup>2</sup> <http://www.ala.org/advocacy/intfreedom/spaces#programming>



# ZION-BENTON PUBLIC LIBRARY

## **Reconsideration of a Program**

A Zion-Benton Public Library District cardholder may request reconsideration of any program as follows:

- The patron must submit a Statement of Concern form to the Library Director.
- The Director will appoint a committee of staff members to review the form and the program.
- The Director will notify the patron on the committee's decision and a summary of the concern and the action will be reported to the Board of Trustees.
- The patron may appeal the decision in writing to the Board of Trustees, whose decision is final.

The program under consideration will not be canceled, postponed, or rescheduled, until the review is complete and the final decision is determined.

It is understood that library programs are of a time sensitive nature. If the staff committee or the Board determine that the program is not in line with the Library's Mission and Program Policy after the program takes place, that decision will influence future program choices.

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