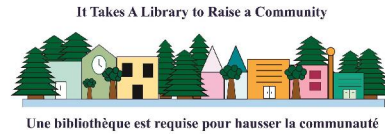

Wawa Public Library



Policy Type: **OPERATIONAL**

Policy Number: **OP- 14**

Policy Title: **Programming Policy**

Initial Policy Approval Date:

Last Review/Revision Date: Dec 2020

Year of next review: December 2024

Programming supports the library's mission to stimulate imagination and inquiry. Programming provides information, invites public discussion, encourages curiosity and creativity and promotes literacy and reading. Programming promotes the library's services and resources. This policy defines the provision of programs at the library.

- 1) Programs are defined as any group activity offered to the public that staff coordinate, plan and/or present.
- 2) Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by presenters or participants.
- 3) The library will:
 - a. make available a wide spectrum of opinions and viewpoints
 - b. select programs based on the interest and need of the community
 - c. use programs to promote interest in, and the joy of, reading
 - d. make programs available free of charge except for fundraising events to benefit the library
 - 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 advanced registration or at the door
 - g. not offer programming that is purely commercial
 - h. regularly evaluate the planning and delivery of library programs
 - i. make available a process for user feedback and expressions of opinions/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 facility or outside of the library

OP-14 Programming (continued)

- d. promote programs through brochures, news releases, and the library's website
- e. allow presenters to display products or books for purchase

Editor's Notes for reference only (and not to be included within your library's policy itself)

Note 1 – The Public Libraries Act does not permit a library to charge for residents to borrow circulating materials, but a library board *may* decide to charge for programs or to charge for certain types of programs. Such a decision on charging for programs would be based on deliberations and decisions at the library board table. To be clear, Section 23 of the Public Libraries Act reads:

“**23** (1) A board shall not make a charge for admission to a public library or for use in the library of the library's materials. R.S.O. 1990, c. P.44, s. 23 (1).

Certain library services free

- (2) Every board shall allow the public to,
- (a) reserve and borrow circulating materials that are prescribed or belong to a prescribed class; and
 - (b) use reference and information services as the board considers practicable, without making any charge. R.S.O. 1990, c. P.44, s. 23 (2).

Fees

- (3) A board may impose such fees as it considers proper for,
- (a) services not referred to in subsections (1) and (2);
 - (b) the use of the parts of a building that are not being used for public library purposes; and
 - (c) the use of library services by persons who do not reside in the area of the board's jurisdiction. R.S.O. 1990, c. P.44, s. 23 (3).”