

## **Lyons Regional Library District Programming Policy**

At the Lyons Regional Library District (LRLD), a “program” is a planned interactive event between LRLD staff (or designees) and participants for the purpose of promoting LRLD materials, facilities, or services, as well as offering the community an informational, educational, entertaining, or cultural experience. LRLD programs may be hosted at the Library or offsite.

Responsibility for LRLD program development is vested in the Library Director and LRLD staff whose job descriptions include program responsibilities. LRLD programs support the LRLD mission statement and strategic plan. Selection of LRLD program topics, speakers, courses, classes, and resource materials will be made by staff on the basis of the interests and needs of LRLD patrons and community. Programs may include controversial content.

Select programs are generally targeted to age-specific audiences (i.e. children’s programs). LRLD includes age specifications in program publicity efforts.

Programs are funded in part by the operating budget with additional support from the Friends of the Lyons Library, grants, donations, gifts, as well as partnerships. The Board of Trustees, in conjunction with the Library Director, are responsible for establishing a budget for programming to facilitate the effective implementation of this service.

LRLD may require a contract to be executed by program presenters. Organizations or business affiliations of presenters or co-sponsoring organizations may be used by LRLD in promoting programs. This promotion does not constitute endorsement. Presenters are vetted for their professionalism, subject knowledge, presentation skills, qualifications, and relevant experience.

LRLD does not offer programs of a commercial nature with the intention of soliciting future business. Presenters from businesses may be included in LRLD programming if their information is of general interest. They may only offer brochures and information about their business after the program, but not during or as part of the program. LRLD may permit the sale of books written by presenters or recordings by performers in conjunction with a LRLD-sponsored program with advance permission of LRLD.

Concerns, questions, or complaints about LRLD programs are handled in accordance with the LRLD Request for Reconsideration Policy.

**Approved and Adopted by the Lyons Regional Library District: May 17, 2022**

**Amended, Approved, and Adopted by the The Lyons Regional Library District: November 15, 2022**