

## **LIBRARY PROGRAMS**

Flathead County Library supports its mission by developing and presenting programs that provide opportunities to promote literacy, inspire lifelong learning, and enrich the community.

Programs are an integral component of library service and serve to:

- Affirm the Library's role as a community resource
- Introduce customers to Library resources
- Provide opportunities for lifelong learning
- Build relationships
- Expand the visibility of the Library

### **PROGRAM PHILOSOPHY**

Library Programs are developed as an extension of the Library's collections, and are therefore governed by the **Statement of Core Principles Policy**, as well as the Collection Philosophy in the **Collection Development and Management Policy**. Library materials, including programs, present a variety of viewpoints that enable citizens to make the informed choices necessary in a democracy.

### **PROGRAM OBJECTIVES AND CRITERIA**

Library programs may take place on-site at the library, offsite in other locations, or online and may be delivered by library staff or library partners. Library programs are developed by professional librarians under the supervision of the Library Director.

The Library's staff use the following criteria in making decisions about program topics and speakers:

- Community needs and interests
- Availability of program space
- Treatment of content for intended audience
- Presentation quality
- Presenter background/qualifications in content area
- Budget
- Historical or educational significance
- Connection to other community programs, exhibitions or events
- Relation to Library collections, resources, exhibits and programs

### **SALES AND FUNDRAISING**

All programs must be open to the public and offered free of charge. At the discretion of the Library Director the following may be allowed during programs or on property governed by Library policy:

- Fundraising to benefit the Library, or sponsored by the Friends of the Library or the Flathead Library Foundation.
- The sale of books, CDs, or other items by presenters of a Library program. Presenters are encouraged to donate a copy of their work to the Library for possible inclusion in the Library collection.

The library does not offer programs of a purely commercial nature. Library programs must have educational, informational, or cultural value. Examples of programs that would be considered commercial include but are not limited to presentations offered for free with the intention of soliciting future business.

## **PRESENTERS**

The Library strives to include a broad spectrum of opinion and a variety of viewpoints in Library programs and exhibits. The Library may collaborate with community groups or businesses on programs that support the Library's mission. Library sponsorship of a program and opinions expressed by individuals and groups presenting the program do not constitute or imply an endorsement by any library personnel, or by the Library Board of Trustees. Requests from individuals to present programs such as author readings, book signings, or music release events are weighed against the public's demonstrated interest in the topic, the library's budget and the presenter's qualifications, expertise and reputation.

Performers and presenters will not be excluded from consideration because of their origin, background or views. The Library will not exclude topics, speakers and resources from programs because of possible controversy. Library staff who present programs do so as part of their regular job.

## **ATTENDANCE**

Every attempt will be made to accommodate all who wish to attend a program. However, when safety, cost, 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 advance registration or at the door.

Adults who attend a program designed for children must be accompanied by a child. Teen programs are designed for teens. Adults may attend as a teen assistant or companion.

## **MARKETING**

Organizations or individuals partnering with the Library must coordinate marketing efforts with the Library's Marketing Department. Individuals or groups offering programs in the Library's meeting room must follow the Library's Meeting Room policy.

## **ACCESSIBILITY**

The Library makes every effort to comply with all applicable laws, including the standards and requirements of ADA and state or local accessibility guidelines. If users overflow designated event areas during library events, the library will protect ramps, pathways, and emergency exit routes to ensure access and safety for everyone.

## **COMPLAINTS AND CENSORSHIP**

Flathead County Library believes in freedom of information and does not practice censorship.

Parents and guardians may restrict their own children's access to library programs, but no person or organization can interfere with another person's access to or participation in library programs. Concerned citizens may inquire before a program to establish whether a particular program suits their interests.

If a patron has concerns about a library program, they should first address the concern with a Library senior staff member. Patrons who wish to continue their request for review of

Library programs may submit the Citizen Comment on Library Materials form. Requests for review of programs or exhibits will be considered in the same manner as requests for reconsideration of library materials as outlined in the Library's **Collection Development and Management Policy**.

Adopted: 5/29/2019  
Revised: 5/26/2022  
Revised: 7/24/2025

---

David Ingram, Chair  
Library Board of Trustees

DRAFT