

## BETHEL PARK PUBLIC LIBRARY

**POLICY NUMBER: 110**

**TITLE:** Programming Policy

**DATE ISSUED:** July 2009; Revised September 2023

### STATEMENT OF PURPOSE

This policy sets the guidelines for the types of programs which are appropriate for presentation by the library.

### STATEMENT OF POLICY

1. A library program is an event that promotes the use of library materials, facilities or services and/or offers the community an informational, educational, entertaining, or cultural experience. The library strives to offer a variety of programs that reflect the broad range of community interests. Cooperation with other libraries or community agencies is encouraged.
2. Most library programs shall be free and open to the public. However, charges for materials, instructor fees, or trip-related expenses may be levied.
3. Pre-registration is required for most library programs. However, patron information will not be disclosed to outside sources.
4. Library programs must be non-commercial in nature. Although a person representing a business or other professional may present a program, no solicitation of business is permitted.
5. The sale of products at a library program is not permitted except in the following cases with approval:
  - a. Writers, performers, and artists may sell their own works at the library following a library program.
  - b. If a portion of the proceeds is donated to the library.
6. Attendance at library sponsored programs is open to the public. The library reserves the right to set age limits for children's programs. However, in serving patrons according to their ability and not chronological age, special needs patrons may select and attend programming based on their interest level and ability, provided that they follow the Patron Behavior policy. Attendance at other programs shall not be restricted because of age, gender, race, background, or beliefs.