Whippanong Library Programs Policy

The Whippanong Library's Programs Policy, approved by the Whippanong Library Board of Trustees, endorses the American Library Association's Library Bill of Rights, Freedom to Read, and Freedom to View statements. The Library affirms it is a forum for information and ideas, and that the following basic principles guide its services:

- Programs, like other library resources, should be provided for the interest, information, and enlightenment of all people of Hanover Township. Materials and/or programs should not be excluded because of the origin, background, or views of those contributing to their creation
- The Library should provide materials, programs and information presenting all points of view on current and historical issues. Materials and/or programs should not be proscribed or removed because of partisan or doctrinal disapproval. Library sponsorship of a program does not constitute an endorsement of the program content or the views expressed by the participants or speakers, any more than the purchase of material for the Library collection constitutes an endorsement of the material content or its creator's views
- The Library should challenge censorship in the fulfillment of its responsibility to provide information and enlightenment

Our Programs: As a part of achieving its mission, the Whippanong Library offers educational, cultural, and entertainment programs for patrons of all ages. Library initiated programs benefit Hanover Township by:

- Being responsive to current interests
- Serving as a forum for idea sharing, information gathering, and education
- Promoting cultural awareness
- Developing information literacy
- Offering training and assistance with new technologies
- Fostering a love for reading and learning
- Providing early literary experiences to young children
- Fostering community awareness
- Providing entertainment

Opinions expressed during programs at the Library do not necessarily reflect the views of the Library, its staff, trustees, Friends, or supporters.

Appropriate staff members, guest presenters, speakers, and other artists are subject to the following criteria in program planning:

- Relation to Library mission and service goals
- Relevance to community needs and interest
- Presentation quality and treatment of content for the intended audience
- Presenter background/qualifications/reputation
- Availability of program space
- Budget and staffing considerations

- Connection to other community programs or partners and exhibits or events
- Historical or educational significance
- Library programs are open and free-of-charge to the general Hanover Township public. Fees may be charged if approved by Library director or designee in advance: fundraising events to benefit the Library or the Friends of the Library; or sales of books, music, or other items by authors or performers/presenters as part of an event
- The Library expects that performers and musicians obtained any necessary copyright permission and/or license to any recorded or live works used at a Library event

The Library is open to receiving a range of proposals for programs, for example:

- Art classes
- Concerts
- Lectures/Workshops/Presentations
- Author talks
- Foreign language classes and conversation groups
- College planning
- STEM
- Job seeking and business topics

The Library reserves the right to take and use photographs of event performers and participants for internal use, promotional, and evaluation purposes on social media and its website. Neither the presenter nor the performer is authorized to record or video Library events. Anyone who does not wish to be included in such pictures should notify Library staff at the event.

The Library draws upon other community resources in developing programs and actively partners with other community agencies, organizations, educational and cultural institutions, or individuals to develop and present public programs. Library staff will not be liable for the content of any program presented by a third party.

All Library programs are free and open to the public with first consideration given to Hanover Township resident card holders. Advance registration is required for planning purposes. Some programs may be designed for specific audiences in mind and therefore have age or grade requirements, i.e. child, toddler, or teen programs, and will be publicized as such. Library staff may refuse entrance to programs for any persons not pre-registered. The responsibility for child attendance and supervision at Library events rests solely with parents or guardians.

The Library reserves the right to not schedule a program and/or cancel a scheduled program. The library does not offer programs that are purely commercial, political or religious in nature. In instances where the Library is solicited by a program presenter who charges a fee for the program, the Library reserves the right to accept or deny such requests. The Library will consider all program offers in relation to the library's mission, programming goals, staff availability, room availability, and budget restrictions. Whippanong Library recognizes that some programs may be considered controversial to some patrons. Selection of programs will not be made on the basis of anticipated approval or disapproval, but solely on the basis of the principles stated in this Policy.

In instances where the Library is approached to host a public program, the following applies:

- If the request is made by a Hanover Township resident or Hanover Township-based group (more than 50% of its membership residing in Hanover Township and the mission of the group serving or relating to Hanover Township) and the group or proposed program is not purely political, religious or commercial, the Library will make every effort to host the program
- If the request is made by a group or individual not residing in Hanover Township, the Library reserves the right to accept or deny such requests in consideration of the Library's mission, programming goals, staff availability, room availability, budget restrictions, and service to Hanover Township-based organizations and individuals
- Performers or presenters will be permitted to sell their merchandise only if the Library Director or delegate has agreed in advance to such an arrangement
- The Library will not permit any programs which encourage or promote hatred, obscenity or unlawful ideas or activities

In all instances program presenters will provide information about themselves and the program to be presented at least eight weeks in advance of the program's date for the Library to publicize the program.

Responsibility: Ultimate responsibility for programming at the Library rests with the Library Director who operates within the framework of policies determined by the Whippanong Library Board of Trustees. The Director, in turn, delegates the management of programs to the staff who use their professional expertise, knowledge of the Library's collections and patrons, services, and facilities in developing and delivering Library-sponsored programs.

Reconsideration: The Whippanong Library recognizes that many topics are controversial and that any given program may offend some patrons. Program selection will not be made on the basis of anticipated approval or disapproval, but solely on the basis of the principles stated in this program selection policy.

Responsibility for the exposure of children to Library programs rests with their parents or legal guardians. Library programming will not be inhibited by the possibility that children will be exposed to the content.

Hanover Township residents who are also Whippanong Library patrons and are requesting a program be cancelled may complete a "Request for Program Reconsideration". The Request will be reviewed by the Library Director, after consulting with the appropriate staff. The Director's decision will be final and the program will remain on the library calendar in the meantime.

Adopted November 8, 2023
Whippanong Library Board of Trustees