



Programming Policy

*Approved October 14, 2019
Updated November 10, 2025*

PURPOSE:

The Harlan Community Library will provide programming to further our mission of providing a welcoming place to promote the love of reading and the joy of learning to the community.

SCOPE:

This policy shall apply to anyone who creates, manages or attends programs at the Harlan Community Library.

POLICY:

- Programming is provided to appeal to patrons of all ages, but individual programs may be designed for a specific audience based on age. Programs targeting a specific age group will be promoted as such. All library programs are open to the general public.
- While some programming will be generated internally by library staff using library resources, the library will also incorporate cooperative programming with other agencies, organizations, and educational institutions capitalizing on existing knowledge and expertise.
- When grant sponsored programs are held, dictates and rules of the grant will be followed.
- Library program presenters who are affiliates of commercial enterprises may provide general knowledge without direct promotion of a business enterprise resulting in potential profit.
- Library programming shall not exclude topics or speakers because they may be controversial.
- Acceptance of a program does not constitute endorsement by the library of the individual presenter's policies or beliefs.
- Library-initiated programs will provide for the "interest, information, and enlightenment of all people of the community the library serves" as outlined in the American Library Association's Library Bill of Rights.
- The Harlan Community Library promotes its programming opportunities through local media including newspapers, radio and local cable channel(s), through posters, newsletters and

bookmarks, social media, and the library web page. Presenters may not publicize their programs without approval of the Library Director.

- No fees will be charged to people attending library programs except with the approval of the library director. Performers may offer items for sale in relation to their programs with the approval of the library director or his/her designee. The performer or his/her associate must handle the sale of these items.
- Library programs may offer attendees light refreshments during programs. Some programs, i.e. a murder mystery, may provide a meal if it is part of the program itself.
- The Harlan Community Library welcomes community partnerships. This may be individual/corporate or organizational involvement. Support may take ~~in~~ the form of monetary donations/sponsors. If refreshments are part of the program, the community partner's imprinted goods may be used.
- The Harlan Community Library may provide off-site outreach programming to ensure equity of access and service to all patrons. These programs could include Storytime events at local preschools or presentations to community groups or organizations for the purpose of providing or promoting library services.
- Library programs or classes may be cancelled for several reasons including cases of severe weather, presenter conflict, or low registration numbers.
- The Harlan Community Library is handicapped accessible.