

Dolores Library District Programming Policy

Purpose

The Dolores Library District (District) offers programs intended to further the library's mission to be "your community source for knowledge, personal growth, and opportunities for lifelong learning." This policy guides staff decisions regarding the development and selection of library programs to ensure they are engaging, relevant, current, and integral to the diverse communities the library serves. A program is defined as an activity or event in a group setting intended to meet the needs or interests of a target audience and build relationships between participants and the library.

Presenters

The District draws upon community resources in developing programs and actively works with other community agencies, organizations, educational and cultural institutions, and individuals to develop and present public programs. Additionally, the District may hire local, regional, or national professional talent to share their expertise. The District may require a contract to be executed by program presenters, will not exclude performers and presenters from consideration because of their origin, background, or views, and may permit the sale of books by the presenters in conjunction with a library-sponsored program. Approval of any plans to sell such items must be granted in advance.

Programming Guidelines

The District supports free and open access to information and ideas as stated in the Library Bill of Rights and the Freedom to View policies of the American Library Association. Library sponsorship of a program does not constitute an endorsement of the agency, organization, business, or individual presenter of the program or the views expressed by presenters or participants. Select programs may be limited to age-specific audiences (i.e., teen programs). The District will include age specifications in program publicity efforts. The library upholds the right of the individual to access information, even though the content may be controversial, unorthodox, or unacceptable to others. Responsibility for the exposure of minors to library programs rests with their parents or legal guardians. The Executive Director has the ultimate responsibility for all program offerings, although they may delegate the design, development, and delivery of programs to staff, who will operate within the essential principles, criteria, and objectives outlined in this policy. Programs may be canceled due to weather, low registration, or absence of the presenter. Canceled programs are not necessarily rescheduled. Library programs are free and open to the public.

Criteria for program continuation, selection, and design include:

- Advances library's mission and values
- Alignment with District strategic plan
- Relevance to the needs and interests of the community

- Current demand based on program attendance
- Accuracy and timeliness of program content
- Presentation quality
- Presenter background and qualifications in content area
- Historical, cultural, or educational significance
- Availability elsewhere
- Provides a forum for sharing different perspectives
- Safety and security of patrons and staff
- Continuous evaluation to maintain programming vitality and usefulness to the community
- Cost and budget considerations
- Impact on and capacity of library staff and resources

Reconsideration of Library Programs

The enjoyment of library programs by patrons is a matter of individual choice. Any patron who resides within the Dolores Library District and is in good standing may object to programs at the library. A patron cannot, however, exercise censorship or restrict access to these programs for others. Patrons may challenge a program by completing the Request for Reconsideration form, which is open to review under the Colorado Open Records Act. Only forms filled out in full by district residents will be given full consideration and review. A resource may only be reviewed once every two years.

Procedure for Reconsideration of Program:

1. Patron will request a Request for Reconsideration Form
2. Patron will be confirmed as a district resident and then be given the form and a copy of the Dolores Library District Programming Policy.
3. Once the Reconsideration form is submitted, the Library Director will acknowledge this by sending the patron a written response. The response will state the time frame for future action (i.e. date the request was received, when a decision can be expected, and/or the date of next Board of Trustees meeting, if appropriate).
4. While the program is being reviewed it will remain available to other patrons.
5. The Library Director will evaluate the reconsideration request and make a decision, and a formal written response will be given to the patron regarding the request.
6. In the event that the patron is not satisfied with the decision, they may appeal by making a written request to the President of the Dolores Library District Board of Trustees. Upon receipt, the Board President will review the request for appeal and may form an ad hoc subcommittee of the board at the next official Library Board meeting to investigate the request further. The Board of Trustees will provide a written response to the request within 45 days of receiving the request for appeal and/or forming said committee. If the appeal is successful, then the library in coordination with the board will decide what action should be taken regarding the program. Once a decision is rendered by the Board of Trustees, the same resource will not be reconsidered for at least two years.

