

Mary E. Bartlett Memorial Library
Brentwood, New Hampshire

LIBRARY PROGRAMMING POLICY

The Mary E. Bartlett Memorial Library offers programs for all ages intended to further the library's mission to provide enlightenment, entertainment, and cultural enrichment for all. Programs are offered by the library to introduce library resources, entertain, broaden knowledge, share experiences, and exchange information.

With the mission in mind, programs are selected by the Library Director and Assistant Director/Youth Librarian. Programs are considered and weighed against community interest in the topic, the library's program budget, space requirements, relevancy and staffing ability, as well as the presenter's demonstrated qualifications, expertise, and reputation.

Types of Library programs include, but are not limited to:

- Book discussions
- Story time for children
- Author visits/readings
- Creative performances (art and music for example)
- Movie showings
- Demonstrations and workshops
- Instructional classes
- Lectures and presentations
- Exhibits and associated programs
- Community forums that may include sensitive and/or controversial subject matter
- Library tours and orientations

The library strives to include a wide range of subjects and viewpoints in library-sponsored programs and exhibits. Program topics, speakers and resources are not excluded from library programs based on their origin, background, sexuality, gender, religion, ability, or views, or because of possible controversy. Programs cannot be used purely for solicitation or for partisan purposes.

The sale of books or CDs is permissible as part of an approved Library program. Presenters are encouraged to donate a copy of their work to the Library, if not already owned, for inclusion in the Library collection.

No fees may be charged to people attending Library programs. The Library's philosophy of open access to information and ideas extends to Library programming and the Library does not knowingly or intentionally discriminate through its programming.

Library programs may occur during normal operating hours in various areas of the library. The responsibility for a child's choice to attend or to be present during a program belongs with the parents and/or legal guardians of the child.

Some programs may require individuals to register using a Mary E. Bartlett Memorial library card and/or may be limited based on space and supply requirements. A waiting list is often available should program registration become full. Programs may be cancelled for a number of reasons, including but not limited to, severe weather and low registration. Library programs are promoted through a variety of venues including the Library website,

social media sites (e.g., Facebook and Instagram), newspaper releases, Library newsletters, Brentwood newsletters, and flyers.

While the library promotes the free and open exchange of ideas, a distinction must be made between programs which are created and designed by the library and programs designed by groups outside the library. The library does not attempt to control or be responsible for the content of programs it does not create. It recognizes that the group bringing the program to the library is responsible for its content and execution. Library sponsorship of a program does not constitute or imply an endorsement of the presenter's content, beliefs, or outside organizational policies by any Mary E. Bartlett Memorial Library personnel, the Mary E. Bartlett Memorial Library Board of Trustees, the Friends of the Mary E. Bartlett Memorial Library, or by the Town of Brentwood.

Should a Brentwood community member or a Library cardholder object to a particular Library program, the challenger will be offered the opportunity to express their opinions to the Library Director or Assistant Director/Youth Librarian. If, for some reason, the discussion cannot take place or the patron is not satisfied, the patron shall be encouraged to file a request for reconsideration, to be reviewed by the Library Director and Assistant Director/Youth Librarian and brought before the Board of Trustees at their next scheduled meeting. The program will be evaluated and during the time of reconsideration, no changes will be made. The Board of Trustees will respond with a written decision within 30 days of the meeting. Persons still wishing to express concerns to the Board will be heard during a regular meeting under the agenda item, "Public Input", or at another time designated by the Board for public expression. In the event of an appeal, the decision of the Library Board of Trustees is final.

This policy has been established by the Board of Trustees and is subject to periodic review and/or revision at the discretion of the Board.

Adopted by the Board of Trustees 01/10/2022
