

Programming Policy

This policy refers to programs sponsored by the Two Harbors Public Library, not to programs held at the Library by community groups.

Library programs are planned public activities that are initiated or presented in partnership by the Library and take place at the Library, at locations in the community, or online. Library programs include, but are not limited to: book talks, demonstrations, discussion groups, lectures, performances, storytimes, tours, and workshops.

The purpose of Library programming is to:

- Encourage the use of the Library and its resources
- Promote early literacy, acquisition of skills, and a life-long love of reading and learning
- Present information on issues of current interest
- Foster Cultural awareness, diversity, and equity
- Foster civic engagement and discourse
- Facilitate the sharing of local talent, knowledge, and expertise

Content

The Library's goal in programming is to connect members of our community with a wide variety of ideas and perspectives. Partnerships are encouraged to enhance the program experience and reach out to new and diverse patrons.

The Library is not obligated to represent multiple and/or opposing viewpoints within any one program or series. The Library welcomes the opportunity for other viewpoints to be represented in a separate program or series.

Presentation of a program does not constitute the Library's endorsement of the content or views expressed by participants.

Charges, Sales, and Fundraising

Library programs will be offered free of charge. Library programs must be non-commercial in nature. Although a businessperson or other professional expert may present a program, the information may not promote his or her specific business interest. No solicitation of future business, including but not limited to the development of prospect and mailing lists, is permitted.

Fundraising and sales are permitted with prior approval in the following circumstances:

- For fundraising to benefit the Library by the Two Harbors Public Library Friends Foundation or the Library itself
- The sale of books written by speakers or recordings by performers in conjunction with a library-sponsored program.

Exceptions to the above may be made at the discretion of the Library Director.

Attendance and Accessibility

programs are be open to the public. attempts will be made to accommodate all who wish to attend a program. Proactive planning for access and inclusion optimizes the opportunity for a well-planned accessible event and minimizes the need for individuals with disabilities to request accommodations to participate in a program or event.

- Attendance may be limited if the number of participants reaches the room capacity established by the Two Harbors Fire Department.
- When safety, the amount of supplies, or the nature of a program requires it, attendance will be determined on a first-come, first-served basis or by pre-registration.
- Programs designed for specific audiences may have attendance restrictions or requirements based on age. Programs designed for a general audience have no age restrictions.
- It is the responsibility of parents or legal guardians, not Two Harbors Public Library staff, to guide their own children's use of the library and its resources and services.
- Rain locations will be provided for any outdoor programming. Alternate locations will be posted in the library and online the day of if a program is moved due to inclement weather.

Evaluation

Programs will be evaluated based on data collected from the audience, program partner(s), and/or staff.

Expressions of Concern

The Two Harbors Public Library Director and the Board of Trustees welcome feedback from patrons. Any patron concerns will be handled promptly and courteously, as detailed in the [Statement of Concern about Library Resources](#).

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