MENTOR PUBLIC LIBRARY
PROGRAM STATEMENT (1700.00)

The Mentor Public Library recognizes the need to provide quality programs for all ages in keeping with the mission, vision, and goals of its strategic plan.

Programming is an integral component of library service that:

- Expands the Library's role as a community resource
- Introduces users and non-users to Library resources
- Offers informational, entertaining, or cultural experiences
- Provides opportunities for lifelong learning
- Expands the visibility of the library

Library programs shall generally be voluntary, free, and open to the public. However, at the discretion of the Director, a fee may be permissible for certain types of Library initiated programs. The Library's philosophy of open access to information extends to library programming. The library does not discriminate on the basis of race, color, religion, sex, national origin, age, or any other characteristics protected by local, state, and federal law.

Library staff use the following criteria in making decisions about program topics, speakers, and accompanying resources:

- Community needs and interests
- Availability of program space
- Treatment of content for intended audience
- Presentation quality
- Presenter background/qualifications in content area
- Budget
- Safety considerations
- Relevance to community interests and issues
- Historical or educational significance
- Connection to other community programs, exhibitions or events
- Relation to library collections, resources, exhibits and programs

In addition, 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 co-sponsored public programs. Professional performers and presenters that reflect specialized or unique expertise may be hired for library programs. Performers and presenters will not be excluded from consideration because of their origin, background, or views, or because of possible controversy. Staff who present programs do so as part of their regular job and are not hired as outside contractors for programming.

Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by participants, and program topics, speakers and resources are not excluded from programs because of possible controversy.

Registration may be required for planning purposes or when space is limited. Programs may be held on site at any library location or off site. Any sales of products at library programs must be approved by the Director and benefit the library. Programs are not used for commercial, religious, or partisan purposes or the solicitation of business.

Ultimate responsibility for programming at the library rests with the Director, who administers under the authority of the Board of Trustees. The Director, in turn, delegates the authority for program planning to department managers.

The library welcomes expressions of opinion from users concerning programming. Users should first address these concerns with the library staff member. Users who wish to continue their request for review of library programs must submit the request for reconsideration form. Requests for review of programs will be considered in the same manner as request for reconsideration of library materials as outlined in 1502.00.

POLICY ON PROGRAMS FOR YOUTH (1707.00)

As part of Mentor Public Library's ongoing service it regularly conducts programs for the youth (individuals under the age of 18).

All programs involved with youth that are conducted by library staff or a program leader are to follow one of these methods where possible :

- In a program room with a parent/legal guardian or an adult volunteer in clear observation of the room; or
- In a program room surveyed by a video monitoring system.

Updated by the Board of Trustees November 17, 2021 Resolution # 12-101