

WOODSTOCK PUBLIC LIBRARY

Policy Manual

Section:	7.	Library Services
Subsection:	7.3	Library Programmes
Paragraph:	7.3.1	Programming Policy

A library program is any activity in or out of the library in which library staff and two or more members of the public are involved. Library programmes attempt to bring people and library materials/services together.

Library programmes should reflect the library as a whole and should enhance the role of the library in the community.

Library initiated or co-sponsored programmes should reflect the interest, information needs, and enlightenment of all the people of the community which the library serve. Selection of library programme topics, speakers, courses, classes and resource materials should be made by the library staff on the basis of those interests.

Library programming should not exclude topics, books, speakers, media and or other resources because they might be controversial.

Non-library initiated programmes requesting use of staff and/or materials should provide for the interest, information needs and enlightenment of all people of the community. The library does not provide staff or library programmes for purely entertainment purposes. Programmes requesting library staff or resources will be evaluated individually based on:

1. enhancement of the role of the library in the community
2. availability of staff and/or resources
3. cost accrued to the library (time/materials, etc/)
4. intended audience
5. local of programme

The C.E.O. has overall responsibility for programmes. He or she will supervise and direct the staff who will develop and implement effective programmes and maintain a balanced schedule of activities. It is essential that the C.E.O. maintain high standards in the selection of all programmes. The C.E.O. is responsible to the Board for maintaining policies and reporting as to the effectiveness of programme activities.

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