

PROGRAM POLICY

The Itasca Community Library (ICL), in accordance with its mission, provides library programs to meet the cultural, informational, recreational, and educational needs of the community it serves.

Library-initiated, sponsored, and co-sponsored programs are a resource that provide information, education, and recreation to the community. Such programs utilize library staff, materials, community resources, and organizations. Programs may take place in the library and/or in other locations within the community. These programs are designed to:

- Assist patrons in the use of library materials and resources;
- Encourage and promote the use of library materials and resources;
- Present information on issues of current or local interest;
- Facilitate the sharing of the community's local talent – their hobbies, skills, collections, knowledge, and expertise.

ICL co-sponsors programs with outside agencies, individuals, community organizations, and the Itasca Friends of the Library. The library's role in such cases may include, but is not limited to, library staff time in planning the program and furnishing space, promotion, and related book lists or displays.

When a community group or individual approaches the library with a programming idea or request, the library staff will examine the request and determine if the program supports the mission of the library, and if the resources needed to facilitate the program are available.

ICL will provide and sponsor programs that present a broad spectrum of opinions and a variety of viewpoints. The library is not obligated to present a program that represents multiple and/or opposing viewpoints within one program or series. The library is obligated to offer the opportunity for other viewpoints to be presented.

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

ICL does not offer programs of a commercial nature, including but not limited to presentations offered for free but with the intention of soliciting business.

CHARGES AND FEES

No admission fees will be charged for library programs. Sales and donations are allowed only under the following conditions:

- Funds are raised to benefit the library;
- Funds are raised to recover costs of co-sponsors of library programs;
- Funds are raised as a result of the sale of items by authors and artists as part of a library program.

The library may participate as a co-sponsor in off-site programs that require a fee for attendance for program cost recovery purposes.

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

ATTENDANCE

Patrons cannot be compelled by the presenter to provide personal information as admittance to a program or during a program.

Every attempt will be made to accommodate all who wish to attend a program. However, when safety or the nature of a program requires it, attendance may be limited. All of the library's public meeting rooms have a posted capacity as determined by the Itasca Fire Department.

For some children's programs, the nature of a program may require limiting attendance based on age.

Programs designed for a general audience have no age restrictions. In the case of film showings, the Motion Picture Association of America ratings are provided for information only.

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