Hickory Public Library Program Policy

Overview

Hickory Public Library develops and presents programs that provide opportunities for learning, creativity, and connection. Programming is an integral component of library service that:

- Expands the Library's role as a community resource
- Introduces patrons and non-users to Library resources
- Provides entertainment
- Provides opportunities for lifelong learning
- Expands the visibility of the library

This policy solely governs programming developed and presented by the Hickory Public Library. External groups desiring to use meeting room space for programs should consult the Meeting Room Policy.

Program Development Criteria

Under supervision of the Library Director, designated Library staff develop and manage library programming.

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

- Relevance to the mission of the Library
- Community needs and interests
- Availability of program space
- Availability of Library staff
- Treatment of content for intended audience
- Presentation quality
- Expertise and qualifications of presenter
- Budget
- Historical or educational significance
- Connection to other community programs, exhibitions, or events
- Relation to Library collections, resources, and services

Program Content

Library sponsorship of a program does not constitute an endorsement of the content of the program or of the views expressed by participants or speakers. Presenters and performers will not be excluded from consideration because of their origin, background, or views.

Library programs shall not be used for commercial, religious, or partisan purposes or the solicitation of business.

No program which poses the imminent threat of public unrest or violence, endangers Library patrons or staff, interferes with Library operations, or otherwise violates the Library Use Guidelines of the Hickory Public Library will be presented.

Presenters and Performers

City of Hickory staff may lead programs as part of their regular job duties. Professional performers and presenters with specialized or unique expertise may be hired.

Co-Sponsors

The Library actively partners with other community agencies, organizations, educational and cultural institutions, or individuals to develop and present co-sponsored public programs.

Program Locations

Programs may be held on-site at either Library location, off-site, or online.

Attendance

All Library programs are open to the public. Advance registration may be required for planning purposes or when space is limited. Library cardholders may be given priority for registration in some instances.

Virtual Programs

When programs are offered as virtual or online events, staff will utilize Library-managed virtual meeting platforms that patrons may access from their own devices.

Fees or Sales

Any collection of fees, dues, donations, or sales of products at Library programs must be approved in advance by the Library Director.

Program Marketing

External organizations or individuals partnering with the Library on programs must coordinate marketing efforts with the Library's Communications staff and secure staff approval before distributing any promotional materials.

Challenges to Library Programs

The Library is interested in opinions and suggestions for Library programming. These suggestions or opinions should be addressed to the Library staff managing programs or to the Library Director. Requests for review of programs will be considered in the same manner as requests for reconsideration of library materials as outlined in the Library's [Collection Development Policy](#).

Adopted February 2, 2024