



PROGRAM POLICY

Programming is an integral part of the service provided by the Meriden Public Library. Library staff plan and implement programs that support the library's mission using the following criteria:

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

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

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

Ultimate responsibility for programming at the Meriden Public Library rests with the Library Director, who may delegate responsibility to library staff.

All library programs are free and open to the public. Some programs may require advance registration for planning purposes or when space is limited, or may be limited to Meriden residents. Attendance may also be limited by age or grade level.

The sale of books or other media by authors or performers is permitted as part of a library-approved program, if approved by the Director. Presenters are responsible for completing their own sales; library staff are not to be made available to assist in this regard.

Programs cannot be used for solicitation or for partisan purposes, whether commercial, political, religious, or otherwise. Library sponsorship of a program does not constitute endorsement of the program content or of the views expressed by presenters or participants. Relevant library policies such as Meriden Public Library Code of Conduct and the Photography/Video and Film Recording Guidelines apply to all library programs regardless of venue.

Any individual requiring an accommodation to participate in a library program should contact the Library two weeks prior to the program.

Approved by the Meriden Board of Trustees, May 22, 2023