

## **BRIDGMAN PUBLIC LIBRARY**

### **Programming Policy**

Bridgman Public Library recognizes that programming is a key resource for our community and demonstrates the Library's mission statement of enriching our community with resources that educate, inform and inspire.

This programming policy guides Library staff responsible for program development and provides guidelines for the development and selection of programs, including budgetary needs.

This Library upholds principles of intellectual freedom and supports the rights of individuals to read, speak, view and exchange points of view. In order to provide access to diverse perspectives, the Library presents a variety of programs, topics and speakers. A program is not excluded because of possible controversy.

Sponsorship of a program by the Library may not constitute endorsement of program content.

### **Objectives**

Programs offer opportunities to highlight collections, promote other services and share information and expertise. They allow the Library to develop partnerships with groups to enhance the Library's presence in the community. Programs support the Library's role as a community destination and attract regular and new users of all ages and backgrounds. Programs are intended to support and promote the mission of the Library and are consistent with the Library's core values.

Programs must meet one or more of the following objectives:

- a. To nurture a lifelong love of reading
- b. To promote literacy and lifelong learning
- c. To educate, inform or inspire
- d. To provide a platform for exchanging ideas
- e. To respond to current events or topics facing the community, state, nation or internationally

### **Scope of Programs**

Programs are presented for various age groups, cultures, backgrounds and interest groups. Programs may target a specific age group or for general audience.

Types of library programs include, but are not limited to:

- a. Book discussions
- b. Story-time and story-telling
- c. Author visits and readings
- d. Artistic performances
- e. Film showings
- f. Demonstrations and workshops
- g. Instructional classes and training sessions
- h. Lectures and presentations
- i. Exhibits and associated programs
- j. Community forums
- k. Library tours and orientations
- l. Seasonal programs, i.e. Summer Reading program, Halloween Party

Program presenters include library staff with relevant skills or expertise, volunteers or staff from co-sponsoring organizations, local or visiting authors and performing artists, local or visiting speakers with recognized credentials or relevant experience and qualified instructors and trainers. The library regards programming as an essential aspect of service to youth. Programs convey excitement about books, reading and research. They aid in social development and help build critical thinking and problem solving skills. Programs for children and teens foster a life-long love of reading and use of the library.

### **Programming Guidelines**

Program selection and development are subject to the following guidelines:

- a. Program content is appropriate for group presentation.
- b. Space and physical arrangements are safe and conducive to effective program delivery.
- c. Programs are open to all, including county non-residents and non-cardholders; pre-registration may be required; some programs are limited to age-specific audiences.
- d. Admission to library programs is free; a fee for materials may be charged.
- e. Programs are non-commercial; presenters may have a business affiliation but no solicitation or promotion for business purposes will be permitted.
- f. Sale of books/CDs/art work by authors/performers/artists is permitted as part of a library program when arranged for in advance.
- g. The library may co-sponsor programs with entities whose mission and goals are compatible. Co-sponsorship decisions are made on the basis of shared interest, responsibility and benefits.
- h. Program suggestions from the community and/or unsolicited offers from individuals or organizations to present programs will be evaluated by the same standards used to select library-initiated programs.
- i. Programs are held in the library when possible and appropriate; meeting room capacities will be observed. Other locations will be considered when the library is not equipped to handle an event or an alternate venue will encourage access or attendance.
- j. Individuals with disabilities will be accommodated to the best of the library's ability.
- k. Cost to bring in a program fits within the budget guidelines as determined by the Bridgman Public Library Joint Board of Directors.

**This programming policy supports the Library Bill of Rights:**

- a. Article 1 – "Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves."
- b. Article 2 – "Libraries should provide materials and information presenting all points of view on current and historical issues."
- c. Article 3 – "Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment."
- d. Article 4 – "Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas."
- e. Article 5 – "A person's right to use a library should not be denied or abridged because of origin, age, background, or views."
- f. Article 6 – "Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use."

**ADDENDUM** Annual Plan – includes seasonal and on-going programs

**Regularly Scheduled Programs**

**1. Programs for Children**

Baby and Me every Monday at 10:45 a.m.  
Toddler and Me every Tuesday at 9:30 a.m. and 11:30 a.m.  
Story Hour every Tuesday at 10:30 a.m.  
Exception: when school is out for holiday, cancelled or summer break.

Kids Club every Thursday at 6 p.m.  
Exception: when school is out for holiday, cancelled or summer break.

Wii every Wednesday 3 p.m. to 5 p.m.  
Exception: when school is out for holiday, cancelled or summer break.

Pawsitive Reading second Tuesday of each month at 6 p.m.

Reading BEE-lievers every Wednesday from 4 p.m. to 5 p.m. during school year only

**2. Programs for Adults**

Adult Tea Parties two times per year

Need A Read Book Group fourth Thursday of each month at 1 p.m.

Knit 'N Yarn third Tuesday of each month at 6 p.m.

Women's Support Group first Monday of each month at 11 a.m.  
third Thursday of each month at 6 p.m.

Scrapbooking meets one time per month on Saturday from 10 a.m. to 4 p.m.

Michigan Community Blood Drives held every 2 months or as often as possible

**Yearly Programs**

January Fairy Tea Party  
Pit Stop Lunch

March Dr. Seuss birthday

April National Library Week  
National Volunteer Week

May Friends City Wide Rummage Sale

June	Summer Reading Programs
July	Summer Reading Programs Friends Book and Bake Sale
August	Movie Mondays continue through August Fancy Nancy Party Super Hero Party
September	Library Card Sign-up Month Bee-Safe Event
October	Gift of Reading program with Friends of the Library Banned Books Week National Friends of Libraries Week Teen Read Week Halloween Party
November	
December	Food For Fines program with Bridgman Cares Giving Tree

**Other Programs (not Library sponsored)**

Yoga	meets every Monday from 9 a.m. to 10:15 a.m. meets every Friday from 9:15 a.m. to 10:30 a.m.
Bridge	meets every Monday from 12:30 to 4:30
Card Players	meets every Monday from 5 p.m. to 9 p.m. meets every Wednesday from 12 p.m. to 4 p.m.
Quilters	meets last Wednesday each month for Quilts of Valor from 9 a.m. to 4 p.m. meets every Thursday from 10 a.m. to 2 p.m.
Visually Impaired	meets every Wednesday from 11 a.m. to 1 p.m.
Bridgman Foundation	meets as needed
Bridgman Public Schools	meets as needed
Blossomtime Committee	meets as needed