



The Boyertown Community Library

24 North Reading Avenue, Boyertown, Pa 19512
(610) 369-0496 Fax (610) 369-0542

Program Policy

Purpose of Programs:

Programming is an integral component of library services that:

- 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 Director is ultimately responsible for program planning. The Director may delegate program planning to other staff or volunteers, including the Youth Services Coordinator, Friends, and board members.

Some criteria used to make decisions about program topics are:

- Community needs and interests
- Availability of program space
- Presentation quality
- Presenter qualifications in content area
- Budget
- Historical and educational significance
- Connection to other community programs, exhibitions or events
- Relation to library collections, resources, and exhibits

All programs are open to the public; most are targeted toward a particular audience (adult, teen, children, family, etc.). Some programs have limits on number of participants due to various factors such as space or supplies. When limits are in place, attendance will be determined on a first come, first served basis.

Most programs will have no admission fee, however there may be a charge to help cover the cost of materials at some programs.

Charges for programs or events are permissible for the purpose of fundraising to benefit the library by the Friends of BCL or by the Fundraising Committee.

The sale of books/CDs/artwork by authors/musicians/artists as part of a library program are allowed.

A library card is not required to attend a program but patrons attending programs are encouraged to apply for a library card in order to take full advantage of all library resources.

The library may partner with another agency or community organization when these programs meet the mission of the library. The library's role in such cases may include furnishing space, aiding with promotion, and offering related book lists or displays.

Unsolicited offers from individuals or organizations to present programs will be evaluated by the same standards used by library staff and Friends when planning programming.

Filming, Photography, Recording in the Library

Any person wishing to film, record, or take pictures for any purpose must obtain the express permission from the Director.

Programs for children and youth:

For the safety of all of our youth, adults who attend a children's program must be accompanied by a child or children who will participate in the program. If for any reason an adult would like to attend a child's program, without a child, arrangements must be made with the Youth Services Coordinator or the Director.

This policy shall be reviewed annually by the Board of Trustees and the Director. Revisions may be made to fit the needs of the community and patrons.

Approved and adopted July 24, 2019