

BOARD OF COUNTY COMMISSIONERS

KLAMATH COUNTY, OREGON

**IN THE MATTER OF A PROGRAMMING)
POLICY FOR KLAMATH COUNTY)
LIBRARY SERVICE DISTRICT)**

RESOLUTION NO. 2024-012

WHEREAS, The Board of County Commissioners recognizes the importance of adopting a policy to standardize programming for the Klamath County Libraries

WHEREAS, This policy is meant to outline the Klamath County Library's philosophy and guidelines as it pertains to programming; and

WHEREAS, As a living document, it assures that programming at the Klamath County Library Service District reflects community needs in Klamath County.

WHEREAS, This policy refers to online and in-person programs sponsored or hosted by KCLSD.

NOW, THEREFORE IT IS HEREBY RESOLVED THAT the Klamath County Board of Commissioners adopts the attached policy:

DATED this December 5, 2023.

KLAMATH COUNTY BOARD OF COMMISSIONERS



David A. Henslee
Commissioner

Not Present

Kelley Minty
Vice Chair



Derrick DeGroot
Chair

Klamath County Library Service District Programming Policy

1. Mission Statement

The Klamath County Library Service District (KCLSD) offers programs intended to further the Library's mission: Klamath County Library is actively committed to providing open and equal access and guidance to information resources, literature, and ideas for all our county residents. The library will maintain a diverse collection of books and other materials and protect the principles of intellectual freedom.

2. Purpose of Program Policy

The Programming Policy, approved by the Library Board of Directors, outlines our philosophy and guidelines as it pertains to programming. As a living document, it assures that programming at the Klamath County Library Service District reflects community needs in Klamath County.

This policy refers to online and in-person programs sponsored or hosted by KCLSD.

3. Philosophy and Scope of the Program

We believe that information and knowledge are crucial for the well-being of our community. The libraries must play a leadership role in the community as an essential contact for all residents in need of information. We serve the community by offering a broad range of programs designed to foster literacy and a love of reading, to support life-long learning, and to share the power of ideas. We will build on our traditional role by serving as a gateway to and mediator between global information resources and our constituents.

Programs at the Klamath County Library Service District support our organizational philosophy, collection of materials, services, resources, and facilities. In addition, programs serve the popular, recreational, informational, and social needs of the general public and reflect equitable outreach and engagement to a diverse community while promoting a culture of inclusion.

Inherent in the program philosophy is an appreciation for each user of the Klamath County Library Service District. The libraries provide programs to support each individual's journey and do not place a value on one customer's needs or preferences over another's. The libraries uphold the right of the individual to access information, even though the content may be controversial, unorthodox, or unacceptable to others. The views and opinions of program presenters do not constitute endorsement of the Klamath County Library Service District.

Procedures for Suggesting or Requesting a Program

1. Programs or events that are offered or requested should serve an educational, cultural, civic, or recreational purpose, and be in keeping with the Library's Mission.
2. If a group or entity wishes to propose or request a program for the library, said entity should fill out a program proposal. The inquiry should be made online by going to the library website: <http://klamathlibrary.org>
3. Library staff will make every attempt to respond to program proposals and program requests in a timely manner. However, it is possible that it may take up to two weeks to respond to a programming proposal or request.
4. Proposing or requesting a library program does not guarantee that said proposed or requested program will be granted. If a program proposal or request is rejected, an appeal for reconsideration may be made to the Library Director.

4. Program Selection and Design

Presenters will be chosen from local, regional and national talent. Requests to present programs, including author readings and signings, are approved according to the public's demonstrated interest in the topic, as well as budgetary resources.

Criteria for program selection and design include:

- Advancement of Library's Mission
- Service area demographics
- Relevance to the needs and interests of the community
- Current demand and frequency of use
- Accuracy and timeliness of program content
- Availability elsewhere
- Continuous evaluation to maintain programming vitality and usefulness to the community
- Cost and budget considerations

Furthermore, the library reserves the right to not schedule a program and/or cancel a scheduled program.

5. Programming Guidelines

The Klamath County Library Service District supports free and open access to information and ideas as stated in the Library Bill of Rights and the Freedom to View policies of the American Library Association.

1. The library does not offer programs that are purely commercial or religious in nature.

2. Programs may be cancelled due to weather, low registration, or absence of the presenter. Cancelled programs are not necessarily rescheduled.
3. Library programs are free and open to the public. Some programs may require registration in advance.
4. The sale of materials by authors or performers at Library-sponsored programs are not permitted.
5. Presenters may not directly solicit commercial business during a presentation or program.
6. Programs may occur in library facilities or offsite.
7. Some programs may be designed for specific audiences and age groups.
8. Attendance may be limited due to space. Limits will be enforced on a first come, first served basis, either with advanced registration or at the door.
9. Klamath County Public Library Rules of Behavior will be enforced and followed at all KCLSD programs.
10. Reconsideration of a program may be submitted via the Request for Reconsideration of a Library Program form, which is available at any library location. The request will be reviewed by a committee formed by members of the Library Advisory Board. If the petitioner is unsatisfied with the committee's conclusion, the item will be referred to the Library Board of Directors (BOCC) for further review.