



April 17, 2023

Programming Policy

The New Hartford Public Library sponsors informative and entertaining talks, demonstrations, audio-visual presentations, workshops, children's storytimes and crafts and other special events. Library programs are coordinated by library staff and offered free to the public.

Programs are selected by Library staff for their relevance to community needs and interests, popular appeal, and suitability for a general audience. Presenters are chosen for their proven expertise and public performance experience. Other factors considered are the availability of staff and meeting rooms.

No fees may be charged to people attending Library programs except with the approval of the Library Director and Board of Trustees. The only items that may be sold are books and recordings by authors and musicians. Any items proposed to be offered for sale shall be pre-approved by the director, in consultation with the board president. The performer or associates of the performer must handle the sale of these items.

Some children's programs may be restricted by age level. Registration is sometimes limited; waiting lists are taken.

Programs may be canceled for a number of reasons, chiefly: severe weather, absence of the presenter, or low registration. Canceled programs are not automatically rescheduled.

The Library promotes its in-house programming through the library's website, fliers, and social media. Presenters may not publicize their programs without approval from the Library Director.

The Library does not advocate or endorse the content and viewpoints of presenters and programs.

Approved and Adopted: April 19, 2023