

HULBERT LIBRARY OF THE TOWN OF CONCORD

PROGRAMMING POLICY

Programming supports the library's mission to connect our diverse community with library resources enrich, enlighten and entertain by offering opportunities for exploration, lifelong education, community engagement and access to technology.

The Director and staff are encouraged and expected to be creative and innovative to meet community needs. Programs incorporate a variety of interactions, such as one-on-one engagement, small group discussion, hands-on activities and large programs and events. Programs may be staff-led, presenter-led, or participant-led (i.e. self-directed) and either in person or remote.

Programs should stimulate use of the library resources by new as well as established library users. They provide a unique opportunity to market and promote library services. The purpose of individual programs is determined as part of the planning process, i.e., the audience (age, demographics and size), community needs, content, learning objectives and outcomes.

The Concord Public Library is committed to being a sustainable community center. As such, we consider environmental stewardship, economic feasibility, and social equity in all of our programming decisions.

Criteria

The following criteria are used in planning library-sponsored programs:

- Alignment with library mission and Long-Range Plan
- Promotion of library collections and resources
- Timeliness and relevance of topic to community needs and interests
- Availability of funding
- Availability of adequate space
- Promotional opportunities and constraints
- Presenter background/qualification in content area
- Treatment of content for the intended audience
- Connection to other community activities

Approved May 9, 2024

