



Program Policy

In addition to books, materials, streaming and downloadable media, access to computer workstations, high-speed internet and wifi, and online services, York Public Library (YPL) offers a wide array of in-person and virtual programs for all age groups.

Purpose of Library Programs:

Programming is a fundamental component of library service that:

- Introduces attendees to library resources and materials;
- Provides learning and entertainment opportunities to meet the informational, educational and recreational needs of those attending the program;
- Raises awareness and visibility of the library to the community;
- Supports and responds to emerging community interests as well as established interests and demands;
- Expands the Library's role as a cultural and community center; and/or
- Extends outreach for underserved populations.

Attendance:

York Public Library welcomes the expression of diverse opinions. In order to maintain a safe, respectful, and welcoming environment for everyone, all participants are expected to follow the Library's Code of Conduct. Failure to do so may result in their removal from a program.

All programs are free and open to the public. In some cases, prior registration will be required in order to attend. YPL reserves the right to limit attendance if the success of a program is dependent on it or in the event of public safety issues. If limits must be established, attendance will be determined on a first come, first served basis – either with advanced registration or at the door.

Some programs may be developed for a particular audience, i.e. attendees should be within the appropriate age group such as children or teens, or may require an accompanying adult. All program participants must comply with the Library's Code of Conduct. The Library reserves the right to set age limits or recommendations for programs. In determining appropriate age recommendations, staff will consider the suitability of the program's materials, format and program presenters, the relevancy and suitability of topic, messages and programming methods for the intended audience. Programs designed for specific audiences will be publicized as such. The responsibility for child attendance at Library programs rests with the parents or guardians.

Reasonable accommodations will be made to ensure that programs are accessible to all who wish to attend and participate. The Library facility is handicapped accessible.

Planning & Selection

Library programs are developed with consideration for the principles of accessibility, equity and inclusiveness and must have an educational, informational, or cultural value to the community.

Prospective program topics, speakers and accompanying resources are evaluated using many criteria including:

- Community needs, interests, and initiatives

- Relation to library collections, resources, services and events
- Connections to other community programs, exhibits or events
- Historical or educational significance
- Treatment of content for intended audience
- Presenter expertise and/or public performance experience
- Popular appeal

The majority of programs are planned by a Programming Committee composed of York residents, Library staff, and Board members. The Library also partners with non-profit and civic organizations, government and commercial entities in order to reach new audiences and to create opportunities to meet the goals of programming. Other events at the Library may be run and coordinated by a local organization, and the Library may co-sponsor the event, providing publicity, space, or other resources to the event. Organizations or individuals collaborating with the Library on programs must coordinate marketing efforts with the Assistant Director.

Library selection of a program does not constitute an endorsement of the content of the program or the views expressed by presenters.

Professional performers and presenters that reflect specialized or unique expertise may be hired for Library programs. Performers and presenters will not be excluded from consideration because of their origin, background or views, or because of possible controversy.

Unsolicited offers from individuals and organizations to present programs will be evaluated by the same standards used when planning any Library programming. Such opportunities should further the programming goals as outlined in this policy.

Programs of a commercial nature (offered for free but with the intention of soliciting future business) will not be offered.

Programs that support or oppose any political candidate or ballot measure will not be offered by the library. However, educational programs, such as candidate forums that include invitations to all recognized candidates may be offered.

Programs that support or oppose a specific religion will not be offered. Programs are planned to be inclusive of all cultures and of all religions and no religion. Library programs may address religious themes to educate or inform, but not to promote, observe, or proselytize a particular religious conviction. Holiday programs may be offered for the entertainment of library customers.

Assessments of the effectiveness of Library programs are based on attendance and audience satisfaction. Other evaluation criteria include attraction of new customers to the Library, the promotion of Library goals, and/or addressing the needs of a specific target audience.

The York Public Library Association is the 501(c)3 organization that governs the Library and owns the facility and grounds. In order to provide supplemental operating revenue for the Library, on occasion YPLA will host ticketed events and fundraisers.

Virtual Programs

YPL also offers virtual programs in an effort to reach a greater number of people and to offer programming during times when the physical building is not open. YPL hosts such programs by way of a dedicated account on a virtual meeting platform.

All virtual programs will require patrons to register in advance; YPL staff will e-mail registered patrons a link to attend the program. Those not registered before the start of a virtual program will not be allowed to attend.

Patrons are required to use their own equipment to attend YPL virtual programs. The Library makes no guarantees of the audio or visual quality, nor of the stability of anyone's internet connection. While the Library will make all reasonable efforts to ensure the digital security of its virtual events, patrons attending said events understand and accept that all online activity comes with some degree of risk.

Program presenters are made “co-hosts” of their program. A Library staff member will serve as “host” to manage the event and deal with any technological, logistical, or behavioral issues that may arise. YPL will follow standard industry best practices for virtual events such as muting attendees, locking the event after the program has begun, etc.

In consultation with program presenters, the Library reserves the right to decide upon, manage, or change the program format at any time.

Recording

The Library reserves the right to use video or photographs taken of program participants for internal use, publication, use in Library promotional outlets, and evaluation purposes.

Recording of programs without prior approval from Library staff is prohibited.

The Library will record virtual programs for internal use only, unless explicitly authorized by the presenter.

For Further Information:

[Library-Initiated Programs and Displays as a Resource: An Interpretation of the Library Bill of Rights](#)

In the event a patron has a concern about a library program, please contact the Library Director at director@yorkpubliclibrary.org. If not satisfied with the Director’s response, please contact the Library Board of Trustees at trustees@yorkpubliclibrary.org to address their concerns. The Board will review concerns at their next regularly scheduled meeting and if a response is required, will respond within 7 days.