

Program Policy

The Library contributes to its mission of welcoming and supporting all people to connect, learn, discover, and grow by developing and presenting programs. Programming is an integral component of library service that enhances the life of the community and individuals and may take place in a variety of locations and settings, including onsite at the library, at off-site locations, and online.

The Library draws upon community resources in developing programs and actively partners with other organizations, educational and cultural institutions, or individuals to develop and present co-sponsored public programs. Professional performers and presenters that reflect specialized or unique expertise may be hired for Library programs.

The Library's staff use the following criteria in making decisions about program development:

- Community needs and interests
- Presenter background/qualifications in content area and presentation quality
- Budgeting, scheduling, and space considerations
- Historical or educational significance
- Respectfully representing the diversity of the community
- Connection to other community programs, exhibitions or events
- Relation to Library collections, resources, exhibits and programs

No sales or solicitations of donations at Library programs are permitted without the approval of the Library Director. Programs for commercial, religious, or partisan purposes or the solicitation of business are not permitted.

Organizations or individuals partnering with the Library on programs must coordinate planning efforts with Library staff. Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by participants, and program topics, speakers and resources are not excluded from programs because of possible controversy.

Equity & Accessibility Statement

The Library's philosophy of open access to information and ideas extends to Library programming.

In the interest of equity and reducing barriers to accessing Library services, all Library programs are free and open to the public. Registration may be required for planning purposes or when space is limited.

Further, we strive to make all of our services as accessible as possible. If you need an accommodation to access Library activities and/or services, please contact Library staff as soon as possible, but preferably no later than five working days before a scheduled event, to discuss

your needs. You can contact staff in person at the Library, by phone at 715-479-8070, or by email at olsonlibrary@gmail.com or director@olsonlibrary.org.

Responsibility

The responsibility for planning Library programs rests with the staff of the Walter E. Olson Memorial Library under the direction of the Library Director. The Library Director is responsible for the administration of this policy.

The Library welcomes the opinions and ideas of patrons concerning programming. For those who wish to request the reconsideration of a Library program may submit the [Request for Reconsideration of Library Services form](#). These requests will be considered in accordance with the terms of the OML Request for Reconsider Policy.

Approved: March 20, 2024