

Heermance Memorial Library Programming Policy

The library sponsors informative and entertaining talks, demonstrations, audio-visual presentations, workshops, children's story times and crafts, concerts, 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 space.

No fees may be charged to people attending library programs except with the approval of the library director. Friends of the Library or associates of the programmer must handle the sale of any items.

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

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

The library promotes its in-house programming through fliers, the library's website and facebook page or local news media. Presenters may not publicize their programs without approval of the library director.

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

Adopted by the Board of Trustees of the Heermance Memorial Library March 20, 2014

**Heermance Memorial Library
1 Ely St.
Coxsackie, NY 12051**