



Policy number: OP - 06

Policy type: Operations

Adoption date: November 26, 2010

Last review/revision: October 16, 2025

Next review: 2028

Programming Policy

Library programming invites the community to engage in learning, explore creativity, share information, and foster meaningful discussion. It promotes a love of reading while advancing the Southgate Public Library's mission and vision. Programming is not limited to the children's department; instead, it is designed to benefit the entire community across all ages and interests. Programs highlight the library's services and resources, promote literacy, and reflect the diverse needs of the community. This policy outlines the development and delivery of programs by library staff, as well as those offered through co-sponsored or partnership initiatives.

The following principles will guide program development:

1. Develop programs that reflect the library's mission statement and values.
2. Programs are defined as any group activity offered to the public that staff coordinate, plan and/or present.
3. The Southgate Public Library upholds the principle of intellectual freedom embodied in the Canadian Federation of Library Associations' Statement of Intellectual Freedom and Libraries. Library sponsorship of a program does not constitute an endorsement of the content of the program, or the views expressed by presenters or participants.
4. All programs are designed to be inclusive and safe spaces, providing activities that are innovative, and community driven. The library may delivery programs that present controversial or opposing points of view. Community members are expected to respect the rights and freedoms of others when expressing concern over any specific program. All expressions of concern should be addressed, in writing, to the Librarian CEO of the library.
5. The library will:
 - a. make available a wide spectrum of opinions and viewpoints
 - b. select programs based on the interest and need of the community
 - c. use programs to promote interest in, and the joy of, reading and literacy
 - d. make programs available free of charge except for fundraising events to benefit the library.
 - e. limit program attendance based on safe use of space, or when demand for a program requires it
 - f. make programs open to all, based on a first come, first served basis, either with advanced registration or at the door



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- g. not offer programming that is purely commercial in nature or intent
 - h. Assess the credibility of any partners involved in delivering programs
 - i. regularly evaluate the planning and delivery of library programs
 - j. make available a process for user feedback and expressions of opinions/concerns about programs
6. The library may:
- a. offer programs for children, young adults, adults and families
 - b. participate in cooperative programs with other agencies, organizations, institutions or individuals
 - c. sponsor programs in the library facility or outside of the library
 - d. promote programs through brochures, news releases, and the library's website
 - e. allow presenters to display products or books for purchase