

Highland City Library: Library Presenter/Sponsor Policy

The Highland City Library seeks to be a valued resource in the community that meets learning, information, and entertainment needs. To do this the Highland City Library provides materials, programs, tools, and space that strengthen the community by informing, educating, and entertaining community members of all ages. (Library Vision and Mission Statements)

In order to provide quality programs to its patrons, Highland City Library may allow non-staff individuals to present classes or lectures or to sponsor programs at the Library. Using the Library space and resources for lectures or programs is a privilege that may be granted to individuals. The Library Presenter/Sponsor Policy provides guidelines for presentations and sponsorships.

I. Subject Matter

The Library director and staff welcome proposals for programs from community members, but reserve the right to accept or reject proposals at their discretion based upon this policy. Not all proposals will be accepted. The Library seeks to support programming with informational, educational, cultural, or civic value that align with the Library Vision and Mission Statements.

In addition, the Library supports programming that appeals to a diverse range of backgrounds, interests, and needs. Some programs that are of interest to some members of the community may be offensive to others; however, no patron has the right to impede another's right to information. The Library seeks to protect intellectual freedom for all of its patrons.

II. Library Endorsement

A presentation at the Library or sponsorship of a library program is not to be considered an endorsement by the Library: the Library neither approves or disapproves of the views expressed in presentations or by sponsors. The Library supports free communication and creative expression, even if some material is unpopular or unorthodox.

III. Public Benefit

Library programming seeks to benefit public, rather than private, interests. Library presenters may mention their business to establish their credentials, but they cannot solicit customers during a Library program. Authors may sell copies of their books during an author talk event but must handle their own financial transactions.

IV. Safety measures

Guest presenters are expected to follow safety measures as outlined in the Highland City Building Use policy. Presenters are liable for any damage or harm caused by disregard for safety standards. Proposals may be rejected or a presentation cancelled if the presentation may damage Library or City property, pose a threat to patrons or staff, or interfere with normal Library operations and other scheduled uses of the Library.

IV. Private Business Donations

The Library welcomes donations from private businesses for sponsorship of Library programming but reserves the right to accept or reject offers of sponsorship in its

discretion. The Library may acknowledge donations from businesses at the discretion of the Library Director. Cash donations from businesses to support programs will be handled through the Library Foundation which is a 501C3 organization.

Approved by the Library Board 04.25.2024