

	Authorized By:	Salt Lake County Library Board of Directors		
	Subject:	Programming Policy		
	Effective Date	Version #	Revision Date	
	June 22, 2026	1		

Policy Statement

Salt Lake County Library (the County Library) offers programming in alignment with its mission to “make a positive difference in the lives of the community by inspiring imagination, satisfying curiosity, and providing a great place for everyone to visit.” Programs help achieve library objectives, such as providing early and lifelong learning opportunities, highlighting and promoting library collections services, and fostering community connections.

The County Library’s programming aligns with the principles stated in the American Library Association’s Library Bill of Rights and the document, [“Library-Initiated Programs and Displays as a Resource: An Interpretation of the Library Bill of Rights.”](#)

1.0 Selection of Programs

A program is defined as an event presented, sponsored, or co-sponsored by the County Library. Programs can be a single event or a series of events, be scheduled or a pop-up event, take place inside or outside the library, or take place online.

When selecting subject matter and materials for programs, library staff may use the following guidelines:

- Responding to community needs and interests
- Facilitating learning opportunities
- Participating in community or national programs, exhibitions, or events
- Expanding the visibility of the library
- Introducing patrons and non-users to library services
- Providing arts, culture, and entertainment opportunities
- Promoting library collections, resources, services, or events
- Connecting the community

1.1 The County Library may pay presenters to offer programs.

1.2 Programs may be developed for a specific audience, such as children, or developed for general audiences. When determining age-appropriate content, staff shall consider the suitability of the program’s materials, format, and/or presenters for the intended audience.

1.3 All program participants shall comply with the [Library Use & Behavior Policy](#). Parents or guardians shall be responsible for children attending library programs. Programs with children as the intended audience may require an accompanying adult.

1.4 Library programs shall be evaluated for effectiveness.

1.5 The library may consider offering virtual or hybrid programs that patrons may access from their own electronic devices. These programs shall use the library-approved virtual meeting platform(s). Virtual formats are intended to expand equitable access to library programs.

2.0 Programming with Community Partnerships or Paid Presenters

2.1 A partnership is defined as an agreement between the County Library and another organization/entity (such as another library, a government agency, a nonprofit organization, an educational institution, or a business) to share responsibility for developing and/or presenting a program.

2.2 Programs offered through a partnership shall be free of charge to the public with no expectation of remuneration.

2.3 The [County Library Criminal Background Check Policy](#) requires paid or unpaid presenters to undergo a background check biennially. Additionally, through Salt Lake County [Human Resources Policy 2-500](#), [Background Check Requirements](#) and [Salt Lake County Ordinance section 2.80.150](#), criminal history record checks are used to make hiring, transfer, or promotion decisions for certain positions.

3.0 Programming Subject Matter

3.1 Library staff intend to develop and present a variety of programs and shall make reasonable efforts to appeal to a range of ages, interests, viewpoints, and information needs. All library programs, including partnerships and paid presenter programs, are reviewed and approved by the library staff prior to program presentation.

3.2 Programs offered by staff, partners, or paid presenters shall not be excluded from consideration or presentation based solely on any of the following:

- Race, religion, nationality, sex, sexual preference, or political views
- Frankness or coarseness of language
- Controversial nature of a program
- Endorsement or disapproval by an individual or organization
- The possibility that programs may be attended by children

3.3 The County Library acknowledges that opinions, perspectives, or subjects included within a program do not necessarily reflect opinions or positions of or endorsement by the library, and may include content that does not reflect the viewpoint of every patron.

3.4 It is the responsibility of parents or legal guardians of minors to guide the use of the library and its resources and services. This includes self-evaluation of program matter and determination of which programs the patron chooses to attend.

3.5 Library staff may consider program topic suggestions from a patron or partner with no guarantee that the library will offer a program based on the suggestions. Library staff and management will review all program suggestions.

3.6 Media considerations: In the case of film or gaming programs, ratings from the Motion Picture Association of America (MPAA) and Entertainment Software Rating Board (ESRB) may be provided for information only.

4.0 Reconsideration

4.1 The County Library welcomes expressions of opinion from patrons concerning library programming. If a patron desires to challenge the presentation of an opinion, perspective, or subject matter included in a program, they may share their concern with a library staff member.

4.2 If, after expressing the concern to library staff, the patron desires to formalize their concern in writing, the patron may submit a Request for Reconsideration form, which can be obtained on the County Library's website or at any County Library branch.

4.3 Requests for review of library programs will be considered in the same manner as requests for reconsideration of materials, as outlined in the [Request for Reconsideration Policy](#).

5.0 Additional Considerations

5.1 In accordance with the guidelines and restrictions of this policy, every attempt shall be made to accommodate all who wish to attend a program. However, considerations such as safety, impact on program success, space, cost, or supply limitations may require programs to limit attendance.

5.2 Generally, the library does not intend to charge admission for programs, but may at times include elements where a patron has the opportunity to buy goods or services (food, vendor wares, etc.).

5.3 Programs may be cancelled for a variety of reasons, such as severe weather or absence of a presenter. Program cancellation and rescheduling are determined at the library's discretion. When possible, advance notification of program cancellations may be made on the County Library website and other communication channels.

5.4 Events held in public meeting rooms of County Library branches are not necessarily library programs, as other groups and individuals are free to reserve these rooms when library activities are not scheduled. See the [Meeting Space Policy](#) for more details.

Reviewed and affirmed by the Salt Lake County Library Board of Directors, June 22, 2026.