

## Lynchburg Public Library Policy Manual

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### Library Displays & Programs

The Library endeavors to present a broad spectrum of ideas and diverse viewpoints through carefully curated book displays throughout the year. Book displays are visible year-round in each Library department, including Youth Services, Teen Room, Adult Services, and the Downtown Branch Library. Digital booklists are also curated on the Library's digital platforms, including Hoopla and Libby. Only Library staff may determine the selection of materials and other items to display, including the manner in which materials are displayed, such as hanging, propping, arranging and other display methods. Only Library staff determine which holidays, observances, and/or celebrations will be recognized in displays. Patrons may not demand specific displays be presented.

The Library does not accept materials to display related to holidays, observances, or celebrations from patrons or other outside organizations. Informational material and flyers to promote a local event or activity may be displayed on the Community Bulletin Board and must comply with the Bulletin Board policy (*please refer to separate policy for guidelines: Policy Manual - Bulletin Board*).

The array of monthly holidays, observances, and celebrations the Library recognizes grows and changes each year. As a literary and information institution, the Library also places emphasis and priority on national library observances. Some examples include, but are not limited to, the following:

- New Year's Day
- Martin Luther King, Jr. Day
- Black History Month
- Presidents' Day
- Groundhog Day
- Women's History Month
- Read Across America Day
- Gender Equality Month
- Disability Awareness Month
- March Madness
- St. Patrick's Day
- Poetry Month
- Autism Awareness Month
- Children's Book Week
- National Library Week
- National Library Workers Day
- Asian Pacific American Heritage Month
- Mother's Day

Cinco de Mayo  
LGBTQ+ Pride Month  
Summer Reading (theme changes each year)  
D-Day  
Independence Day  
Father's Day  
Banned Books Week  
Hispanic Heritage Month  
Fire Safety Awareness Month  
Dental Hygiene Month  
Halloween  
Thanksgiving  
Winter Holidays – Christmas, Hanukkah, Kwanzaa

The Library reserves the right to discontinue displays with or without cause at any time and without notice. Library displays will change with frequency throughout the year and not all annual holidays, observances, and celebrations will be recognized by a display each year at the Library.

The Library does not have a display or exhibit space for patrons to use for external display purposes.

Any questions or concerns regarding a Library display may be directed to a department supervisor, the Assistant Library Director, or the Library Director.

### **Library Programs**

The Library proudly hosts a variety of diverse programming for patrons of all ages, including children, families, teens, adults, and seniors. Our programming efforts include in-house programs, outreach programs, virtual programs, tours, and class/school/group visits. All Library programs are funded by the Friends of the Lynchburg Public Library 501 (c)(3) organization, are free and open to the public.

Library programs are directed by LPL staff members as well as outside presenters, organizations, and groups that have been vetted and approved by LPL staff and the Library Director. A listing of programming used in public libraries throughout the state is compiled on the Library of Virginia's Library Development and Networking Division website, which LPL staff refer to as guidance for professional program guidance (<https://vpl.virginia.gov/>). LPL staff read reviews and biographies of all outside performers. Program topic and age appropriate content are carefully considered when reserving outside performers. Patrons may not demand to do a program or impose a program upon Library staff.

Library volunteers do not present programs, but are used to help assist LPL staff during programs. Patrons interested in volunteering must submit an application and complete an interview with the LPL Volunteer Coordinator.

Author talks and presentations are welcomed at the Library, with approval from the Adult Services Librarian, with an emphasis on local authors. Book signings are welcomed in conjunction with an author presentation, but it will not be the responsibility of LPL staff to secure copies of the author's work for signing or sale.

Examples of presenters and programs at the Library include, but are not limited to, the following:

AIM Bus (Art in Motion, Academy Center of the Arts)  
Virginia Children's Theatre  
Nature Zone (Lynchburg Parks and Recreation)  
Imagination Station  
Wes Iseli (magician)  
Larsen Family Reptiles  
Jones Memorial Library  
Bright Star Touring Theatre  
Blue Sky Puppets  
Children's Dentistry and Orthodontics of Lynchburg  
Kuumba Dance Ensemble  
Legacy Museum of Lynchburg  
Lynchburg Salsa  
Lynchburg Fire Department  
Lynchburg Cooperative Extension  
Lynchburg City Schools  
Johnson Health Center

Any questions or concerns related to programming decisions may be directed to the departmental supervisor, the Assistant Library Director, or the Library Director.