

Calabasas Library Programming Policy

Library programs provide the unique opportunity to present the library and its resources to the community while promoting literacy and lifelong learning. The Calabasas Library sponsors educational and entertaining talks, media presentations, workshops, concerts, programs for all ages, as well a variety of other special events in order to meet this mission.

Library programs should provide “for the interest, information, and enlightenment of all people of the community the library serves”, as stated in Article 1 of the Library Bill of Rights. Library programs are coordinated by Library staff and shall be open and free to the general public, but some programs may be designed with specific audiences in mind, and will be publicized as such. As a non-profit, tax-exempt corporation, the library will not support for-profit programming; the only items that may be sold are books and recordings by authors and musicians during their scheduled program.

Programs are selected by librarians based on their relevance to meeting community needs and interest, popular appeal and overall suitability for a wide-range of audiences. In order to be considered for a library program presenters/authors must complete a program/performer information form. Performers/authors are chosen for their proven expertise, based on professional reviews by other libraries/organizations and/or published by a major publishing house and/or reviewed in top library literature in addition to their performance experience; references will be mandatory and requested. Other factors will be considered.

Calabasas City staff, Friends of Calabasas Library, Library Board members and relatives of all the above are required to fill out a Conflict of Interest Statement that must be approved by the library review board. This is to ensure the library is acting in the best interest of the entire community and special treatment or endorsement of a particular person/product is not being shown.

Library programming should not exclude topics, books, speakers, media and other resources because they might be controversial. Acceptance of a program topic by the library does not constitute support or agreement by the library or city of the group’s or individual’s policies or beliefs.

Programs may be cancelled for a variety of reasons, namely: absences/cancellation of the presenter, low registration or unexpected circumstances. Cancelled programs are not automatically rescheduled.

Concerns or questions about library programs should be referred to the City Librarian for review.