

2.20 Programs, Displays and Exhibits

As an informational, educational, and cultural institution, the New Braunfels Public Library, including the Westside Community Center, welcomes and presents programs, exhibits, and displays of interest, information, and enlightenment to the community, in keeping with the mission, vision and strategic goals of the library. The purpose of this policy is to provide fair and consistent standards for the types of programs presented at the library and the use of display areas in the library, thus ensuring appropriate use of these spaces in a manner that is consistent with the library's other service objectives. The library's philosophy of open access to information extends to library programming.

I. Purpose of Programs

Through programming, the library plans events that promote the use of library materials, service and /or offers the community informational, entertaining, or cultural experiences. The library strives to offer a variety of programs that reflect the interest of our growing and diverse population.

II. Purpose of Displays and Exhibits

Through displays and exhibits, the library makes patrons aware of its programs, services, and resources and helps attract the public into the library as a means of promoting greater library usage. Interior library walls, tables in the library public areas and service desk countertops will be reserved for materials and projects sponsored by the library, the City of New Braunfels (CONB), The Friends of the New Braunfels Public Library, Inc. (FOL) and the New Braunfels Public Library Foundation, Inc. (FON) and will not be made available for public use.

III. Venues for Public Display

The library and the Westside Community Center offers bulletin board space for the display of promotional or information materials for nonprofit entities. Nonprofit entity means an entity that is a nonprofit corporation, nonprofit association, or other entity that is organized solely for one or more of the purposes specified in Section 2.002 Texas Business Organizations Code. The Library Director may offer temporary use of wall space in the Children's and Youth areas to hang artwork produced by children and may approve other exhibits from nonprofit entities for display within the library.

IV. Guidelines for Programs

Library programs shall generally be voluntary, free, and open to the public. Library programs must be non-commercial in nature and may not be for the solicitation of business. Although a professional expert may present a program, the information should always be generic in

nature. Library programs must have a special educational, information or cultural value to the community and be non-discriminatory by nature

Co-sponsorship of a program does not constitute an endorsement of the content of the program, or the views expressed by participants, and this will be noted on publicity. Co-sponsorship is defined as the library working with another agency, presenter, or business to provide a program for library customers. Priority co-sponsorship will be given to local governments, agencies, businesses, or organization. Unsolicited offers from individuals or organizations to present programs will be evaluated by the same standards used by Library staff when planning Library programming.

The library and its employees will not be liable for the content of any program presented by a third party. Professional performers or presenters will be permitted to sell their creative products only if the Library Director has agreed in advance to such an arrangement. Timely and adequate public announcement shall be made of all programs. Organizations or individuals partnering with the library must coordinate marketing efforts with the library staff.

Registration may be required for planning purposes and when space is limited. When pre-registration is required, it must be handled by the library unless other arrangements are made.

For most programs, evaluation forms may be distributed to the participants so that staff may know what has been successful and receive ideas for new programs.

V. Guidelines for Displays

Nonprofit entities may post materials promoting their services, programs, and events, including fundraisers, as space permits. Materials from for-profit enterprises and individuals will not be posted. The Library Director must approve all postings and may prohibit postings that do not meet library standards. The Library Director has the sole authority to limit the length of time that materials will be displayed, as well as the frequency with which the organization shall sponsor a display. Materials accepted for display will be dated, and displays must be removed promptly upon the mutually agreed date.

Materials accepted for display will convey the issuer's name and contact information. Anonymous items will not be displayed. All displays must meet existing state and federal laws on obscenity, libel, and defamation of character or invasion of privacy. Due to space limitations, the size of an item accepted for display may be restricted.

VI. Liability

The Library will not be responsible for returning or storing materials, and the Library will not be responsible for protecting materials from damage or theft. All items placed in the Library are there at the owner's risk.

Granting permission to display materials does not imply the Library's endorsement of content, the sponsoring organization, or its views; nor will the Library accept responsibility for the accuracy of statements made in such materials.

VII. Disputes

The library welcomes expressions of opinion from any library customer residing in New Braunfels, Texas or the surrounding ETJ concerning programming, displays or exhibits. If a group or individual library customer as defined above has concerns about a library program, display or exhibit, they should first address the concern with a library staff member.

Customers who wish to continue their request for review of library programs, displays, or exhibits must submit the Request for Reconsideration form.

1. The Library Director will discuss the issue with the involved parties, review the exhibit, and, within a reasonable period, respond in writing to the complainant. The ALA's Library Bill of Rights," "Library-Initiated Programs and Displays as a Resource: An Interpretation of the 'Library Bill of Rights,'" and "Exhibit Spaces and Bulletin Boards, An Interpretation of the 'Library Bill of Rights'" are some of the guidelines the Library Director will consider when making a recommendation.
2. Challenged materials shall not be removed until a decision has been reached.
3. If the complainant wishes to pursue the complaint further, he or she may address the Library Advisory Board at its regular meeting.
4. The Library Advisory Board shall review the complaint within a reasonable time and shall issue a decision in writing to the complaining person or representative within ten (10) business days of review. The Library Advisory Board's decision shall be final.

VIII. Possible Observances

A list of possible observances for programs, displays and exhibits is attached as Appendix A. This list is intended as a guide to possible observances and is not intended to be final or comprehensive.



Approved by the New Braunfels Public Library Board, Feb. 21, 2006

Endorsed April 21, 2008; Aug. 17, 2009

Revised March 19, 2012; May 19, 2014; Aug. 17, 2015

Endorsed Oct. 24, 2016

Revised Feb. 21, 2017; March 19, 2018

Endorsed March 18, 2019; March 15, 2021

Revised Feb. 28, 2022; January 17, 2023; August 27, 2024

By: _____
President, Library Advisory Board

Attest: _____
Library Director

Appendix A - Possible Observances for Programs, Displays & Exhibits

January

National Braille Literacy Month
National Mentoring Month
National Slavery & Human Trafficking
Prevention Month
Martin Luther King, Jr., Holiday

February

National Cancer Prevention Month
American Heart Month
Black History Month

March

Read Across America Day (March 2 – Dr.
Seuss' Birthday)
Texas Independence Day (March 2)
Women's History Month
Irish-American Heritage Month

April

National Poetry Month
Volunteer Month
Drop Everything and Read Month
National Library Week (April 4-10)
National Library Worker's Day (Tuesday of
Library Week)
Children's Book Day – Dia de los Niños
(April 30)

May

Jewish-American Heritage Month
Stroke Awareness Month
Brain Cancer Awareness Month
Asian-American and Pacific Islander Heritage
Month
Memorial Day Observance

June

Rainbow Book Month™
PTSD Awareness Month

July

Independence Day (July 4)
Park and Recreation Month

August

Black Business Month
International Peace Month

September

Library Card Sign-Up Month
Banned Book Week (Last week in September)
Hispanic Heritage Month (Sept. 15-Oct. 15)
National Suicide Prevention Awareness
Month
National Self-Care Awareness Month

October

Breast Cancer Awareness Month
National Book Month
National Women's Small Business Month
TeenTober
National Friends of Libraries Week (Third
week in October)

November

Alzheimer's Awareness Month
Family Caregivers Month
Diabetes Awareness Month
Native American Heritage Month
National Picture Book Month
Veterans Day

December

Human Rights Month

Appendix B - Request for Reconsideration of Library Programs, Displays or Exhibits

Title or Description _____

Content type (circle one) Program Display Exhibit Other _____

Program Date
(if applicable) _____

Person initiating request _____

Address _____ City _____

State _____ Zip _____ Phone number _____

Do you represent _____ Yourself

_____ An organization (name) _____

_____ Other group (name) _____

1. To what do you object? (Please be specific)

2. Did you view the entire program/display or exhibit? Yes/ No If no, which parts?

3. What would you like the library to do about this program/display/exhibit?

_____ Request that library staff reevaluate for age appropriateness

_____ Request that library staff reevaluate for distribution, display, or performance in library

_____ Other – explain _____

Signature _____ Date _____

For Library Use Only

Staff member receiving form _____ Date _____

Program Developer _____ Date _____

Library Director Review _____ Date _____

Resolution _____

_____ Date _____

Library Advisory Board agenda date (if applicable) _____

To be filed in Library Director's office.