



## Public Event Policy

*Approved by the Lawrence Public Library Board of Trustees on 11/21/2022. Submitted for Review on 11/18/2024.  
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### Definition

A library event is a program sponsored or co-sponsored by the library that is a planned public or social occasion to further the mission, vision, and values of Lawrence Public Library. Library events can be presented in-person or online and can take place on the library property or at an offsite location. Events may also include passive activities that allow patrons to interact with materials that require minimal staff direction.

### Content

Lawrence Public Library events further its mission, vision, and values by:

- Providing content that enriches the lives of attendees through education, recreation, and entertainment;
- Highlighting a library service or resource;
- Responding to ongoing and emerging interests of community members.

A library event is a limited public forum unless otherwise indicated in event promotional materials. As such, the Library has the authority to regulate speakers on a time, place, and manner basis. The Library designates those producing and speaking at a library event as sponsors and designated partners who are allowed to express themselves during a library event. Attendees, other than the sponsor(s) and designated partner(s), must abide by the Free Speech Activities Policy.

### Sponsorship

Events may be initiated by library staff and/or community members and partners so long as they align with the mission, vision, and values of Lawrence Public Library, and the Library has the capacity to accomplish the event. All events are reviewed and approved by library staff and

shall be carried out in accordance with the Library's event guidelines. All events will allow for reasonable accommodations according to the Lawrence Public Library ADA policy.

Library sponsorship of an event does not constitute an endorsement of the content of the event or the views expressed by the participants. Library-initiated events are offered free of charge and are open to all, without regard to race, color, gender, national origin, religion, creed, disability, sexual orientation, gender identity, or gender expression. Patron age may be a consideration for event attendance at the discretion of library staff.

### **Concerns**

Any concerns about the development or content of a library-sponsored event should be directed to the staff person in charge of the program.