

February 25, 2026

PROPOSED CHANGES TO PUBLIC POLICY

The Laramie County Library System Board of Directors intends to amend and adopt changes to public policies. In accordance with the Wyoming Administrative Procedure Act (WAPA) WY Stat §16-3-101, the proposed changes/additions are listed below and available on the library's website www.lclsonline.org or by inquiring at any service point at all Laramie County Library System locations. Interested parties may send comments to Sharon Vye (Executive Coordinator) at 2200 Pioneer Avenue, Cheyenne, WY 82001 or svye@lclsonline.org by Friday April 10, 2026. Interested parties are also welcome to share their views at a public hearing held during the regularly scheduled Board of Directors meeting in April, at the Laramie County Library, 2200 Pioneer Avenue, Cheyenne, WY 82001. For dates and times please reference: lclsonline.org/board/



Event Presenter and Partner Policy

Purpose

The Laramie County Library System (LCLS) Event Presenter and Partner Policy provides an overview of how the library collaborates with external individuals and organizations and ensures presenters, partners, and co-hosts are aware of the objectives of and expectations for library events and programs. Additionally, the policy informs collaborators of the standards and principles LCLS applies in the development, selection, and management of events and programs.

Overview

LCLS is committed to providing inclusive and welcoming programming and bases its events and programs policies on the principles of intellectual freedom and equal access to all as found in the First Amendment of the U.S. Constitution. LCLS's agreement to collaborate on an event or program does not constitute an endorsement of the content or the views expressed by the presenters, co-hosts, or participants. LCLS maintains that only parents and guardians have the right and responsibility to determine their minor children's access to library resources, including events and programs. The library and its employees will not be held liable for the content of any program presented by a third party.

The main objective of library events and programs is to support the mission and strategic goals of LCLS. By collaborating with external individuals and organizations, LCLS aims to advance library and community goals, maximize the impact of library resources, and provide equitable opportunities for engagement, education, and inspiration for all community members.

Presenters, partners, and co-hosts are expected to adhere to all LCLS policies, including the Public Use of Library Spaces Policy and the Library Rules.

Event and Program Development and Content

Responsibility for developing library programs is assigned to a variety of staff under the direction of the Executive Director and the Director of Public Services. Staff are guided by this policy and use professional skills and expertise in planning and delivering library programs and events. The following criteria are used to make decisions about event and program topics, presenters, partnerships, and co-hosts:

- Relevance to LCLS's mission, strategic plan, and service goals
- Community needs and interests
- Potential to promote use of library collections and resources
- Presentation quality and presenter's qualifications
- Cultural and educational significance
- Connection to other community programs and events
- Space, budget, and staff requirements

Proposals to present library programs, create a partnership with the library, or hold a co-hosted event are considered using the above criteria. Library events and programs must have an educational, informational, or cultural value to the community. Library staff reserve the right to determine which programs and events are scheduled. Presenters are selected based on their proven or unique expertise and public performance experience.

Library events and programs are free and open to the public. Library events or programs of all types shall not be used for commercial, religious, or partisan purposes. As part of a library event or program, presenters, partners, and co-hosts cannot solicit or receive any monies, gifts, or donations. Direct distribution of business-related information such as brochures, flyers, and business cards is not permitted at library programs and events; these materials may be made available for attendees to pick up from an information table.

By pre-arrangement and at the library's discretion, books and other creative works may be made available for sale directly from the presenter or through an outside vendor with whom the library has an established relationship. Library employees will not be involved in sales transactions or the exchange of money.