

## NorthEast-Millerton Library Online Community Calendar Policy

The NorthEast-Millerton Library's online Community Calendar is a resource to help keep our community better informed on what events are scheduled in the Town of North East or the Village of Millerton.

In order for an organization to be granted access to the calendar they must be:

- Located in the NorthEast/Millerton area

and

- Be a nonprofit or governmental agency.

An exception will be made for:

- Government agencies that do not have offices in the Town of NorthEast/Village of Millerton but are holding events here.
- Business associations focusing on the Town of NorthEast/Village of Millerton events, when the event would be town/village wide with multiple businesses and organizations participating. For example: business association's organized a weekend long sidewalk sale or food festival.

Hate groups, extremist political or religious groups, adult clubs or establishments are prohibited.

Any events posted on the online Community Calendar must:

- Not discriminate and/or constitute harassment of any person(s) or group of individuals in regard to their race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.
- Not contain foul language
- Have a way to contact the posting organization with questions
- Not promote events that include illegal or offensive activity
- Not be a private party
- Not advertise or sell of products or services

The NorthEast-Millerton Library does not endorse or promote any event that is not organized by the NorthEast-Millerton Library. Each individual organization is responsible for their own events and the contents of their listings. Organization must make their best effort to have their post be free of grammar and spelling errors.

Organizations may sign up by contacting the NorthEast-Millerton Library at [info@nemillertonlibrary.org](mailto:info@nemillertonlibrary.org) or 518-789-3340.

Organizations may lose access to the community calendar if their events are not kept current (events that are discontinued and still listed as active) or they are posting events that are against the rules of the community calendar.

Organizations will be notified of any changes made to policy, if they are in violation to the policy, or if they are going to lose access to the calendar.