Stoneham Public Library

431 Main St Stoneham, MA 02180 Office of the Director

The Stoneham Public Library sponsors an online Community Calendar as a resource to provide information about events, attractions, meetings, etc of interest happening in Stoneham.

Organizations who meet the following criteria may apply and be invited to connect with the Stoneham Public Library through LocalHop. By accepting this invitation, the organization has agreed to abide by the Community Calendar Policy and will be granted free access to LocalHop. Violation of the guidelines will result in termination of access to the library hosted Community Calendar.

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

- Be a non-profit, civic, social, charitable, communal, governmental, or educational organization located in Stoneham.
- Have a way for the public to contact the posting organization with questions.

An exception will be made for:

- Business associations focusing on Town of Stoneham events, when the event would be town wide with multiple businesses and organizations participating. For example: Town Day or Halloween Stroll.

The Community Calendar may be used to promote events that are:

- Educational, social, cultural, or recreational events held in Stoneham or have a clear connection to Stoneham residents.
- Open to the general public or have reasonable limitations e.g. adults or children only events.
- Fundraisers that benefit the Stoneham community.

The Community Calendar may **not** be used to promote events that:

- Discriminate and/or constitute harassment of any person(s) or group of individuals in regard to their race, color, religion, age, sex, national origin, citizenship, disability status,

genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

- Advertise, promote or encourage the sale of products or services.
- Include or advocate illegal actions or activities.
- Advertise for or endorse political candidates.
- Are private events or fundraisers that are not open to the public or would benefit a single individual.
- Violate Town of Stoneham ordinances, policies, or Stoneham Public Library behavior and conduct policies.

Each individual organization is responsible for their own events, registrations, and the contents of their listings. Organizations must keep their listings current with correct dates, times, and any cancellations or postponements. 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.

Acceptance of an organization, display, or listing of community events does not constitute an endorsement or approval by the library or its Board of Trustees.

This policy will be reviewed and amended by the Library Administration and the Board of Library Trustees. Revision may be made based on feedback, technology changes, library funding or evolving community needs.

Approved by the Board of Library Trustees 6-8-2026