Resources for VTLIB Policy Workshops November 2021

A more comprehensive of policy examples is available on the Vermont Department of Libraries website: <u>https://libraries.vermont.gov/services/public_libraries/library_policies</u>

VTLIB Niche Academy

- Friends & Trustees
- VTLIB Trainings

List of Essential Policies

Policy List

American Library Association Guidelines for Library Policies

- <u>https://www.ala.org/advocacy/intfreedom/librarypolicyguidelines</u>
- Equity, Diversity, Inclusion: An Interpretation of the Library Bill of Rights

Accessibility

- <u>https://www.ala.org/asgcla/resources/tipsheets/trustees</u>
- https://www.ala.org/ala/washoff/contactwo/oitp/emailtutorials/accessibilitya/22.htm
- ADA Title II Action Guide (adaactionguide.org)
- https://southburlingtonlibrary.org/client_media/files/Library%20Use%20Policy%20p.pdf ??

Computer/Internet/Wifi:

- <u>Craftsbury Public Library Computer Use and Internet Use</u>
- Dorothy Alling Memorial Library (Williston) Rules for Technology Use: <u>https://williston.lib.vt.us/index.php/library-policies/computer-use</u>

Gift Policies

• MONEY-minute_VTPubLibr_GIFTS_APR2020.pdf (uvm.edu)

Mission/values:

- Burlington City & Lake Semester Equity & Inclusion Guiding Principles: <u>https://btvcityandlake.org/equity-inclusion-2/</u>
- Fletcher Free Library Diversity Statement: <u>https://www.fletcherfree.org/MissionVisionAndStrategicPlan</u>
- Greensboro Free Library Mission Statement
- Springboard for the Arts mission statement: <u>https://springboardforthearts.org/about-us/principles-vision/</u>

Personnel policies

- <u>Library personnel policies quick read.pdf (uvm.edu)</u> this publication has links to HR policy options and examples from a handful of sources.
- Vermont Public Libraries Educational Program | UVM Extension Cultivating Healthy Communities | The University of Vermont - this is Gary Deziel's library education website landing page; HR and budgeting topics (drop down lists) are found as one scrolls to the bottom of the page.
- <u>Volunteer Agreement Form</u> consider volunteers as akin to "unpaid employees". Volunteers are subject to all library applicable policies.
- For **incorporated public libraries**, the National Council of Nonprofits website may be of interest in matters of personnel management and other policy topics. <u>National Council of Nonprofits</u>

Underserved Populations

<u>https://www.urbanlibraries.org/innovations/breaking-down-barriers-to-library-services</u>