DICKINSON COUNTY LIBRARY CONTENTS POLICY HANDBOOK

GOVERNANCE AND ADMINISTRATION

Mission Statement

Bylaws, Library Board

Compliance with the Americans with Disabilities Act

Conflict of Interest

FOIA (Freedom of Information Act)

Pandemic

Patron Complaint

Public Participation at Dickinson County Library Board Meetings

Public Participation at Committee Meetings

Public Relations

Library Photography

Whistleblower

BUSINESS AND FINANCE

Automated Clearing House and Electronic Transfer

Capitalization

COBRA

Credit Card

Fund Balance

Investment

Records Retention

PERSONNEL

Chain of Command

Employee Disciplinary Conduct

Dress & Grooming Code

Drug Free Workplace

Employee Building Access

Employee Residency Rules

Equal Opportunity Employer

Job Related Injury

Mileage/Expense Account Compensation

Nepotism

Performance Evaluations

Professional Behavior

Sexual Harassment

Use of Library Address

PATRON BEHAVIOR

Patron Exclusion from Use of Library/Services Safe and Secure Library Environment Unattended Children Unruly Behavior

CIRCULATION

Circulation
Books by Mail Parameters
Eligibility for Library Card
Privacy Policy & Handling of Court Orders

FACILITIES USE BY THE PUBLIC

Meeting Rooms
Public Bulletin Board and Literature
Safety
Use of Library Grounds

COLLECTION

Gift Materials
Material Selection
Letter and Request for Reconsideration of Materials form
Programming Selection
Letter and Request for Reconsideration of Programming form

COMPUTER ACCESS

Computer Use and Internet Access
Computer Use and Internet Access – Summary
Use of 3D Printer
Website Links
Wireless Internet