Library Policy

Amber Greene and Susan Kadlec, Loveland Public Library
Recommend updates to organizational policies using industry best practices, stakeholder feedback and community needs.
Committee Packet

- Current Policies
- Guiding Principles
- Strategic Plan
- Core Values
- Guidelines/Best Practices (ALA and CSL)
- Example Policies (local and national)
- Areas of focus (include background research)
you get a job!
and you get a job!
Policy Development

Work Process

- Select frequency and duration of meetings
- Create work groups
- Establish a timeline
- Approve
- Review
- Report

Agree upon meeting times up front to respect others time and ensure buy-in.

Break tasks into manageable chunks with plenty of time to incorporate feedback from key players.

Include a final deadline to work towards.

Have work groups report progress to all committee members and then outward.

Work through the approval process with the library board, city council, etc.

Review with legal, leadership and other key stakeholders.
CELEBRATE!
Resources

• ALA United for Libraries Sample Policies
  http://www.alal.org/united/trustees/policies

• Colorado State Library Public Library Sample Policies and Development Tools
  https://www.cde.state.co.us/cdelib/librarydevelopment/publiclibraries/policies