

Ames Public Library Board of Trustees
Agenda – August 15, 2024
Dale H. Ross Board Room, 515 Douglas Avenue

Call to Order 7:00 p.m.

Consent Agenda (Action Item)

(All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Board votes.)

- 1) Motion approving minutes of the regular meeting July 18, 2024
- 2) Motion approving payment of claims 7/1/24 – 7/31/24

Public Forum

Members of the public who wish to address the Board will be given the opportunity at this time. (Please complete a blue card and hand it to the recording secretary prior to the Call to Order.)

Activity Reports

- 3) Assistant City Manager – Goldbeck
- 4) Administration – Schofer
- 5) APLFF – Gibson/Myers

Board Education

- 6) Library Community Relations overview- Ocken

Policy Review

- 7) Mission, Values, and Strategic Planning (Action)
- 8) Social Media Policy (Discussion)

Trustee Comments

Adjournment

Next regular meeting: Thursday, September 19, 2024
Ames Public Library: We Connect You to the World of Ideas

Website: www.amespubliclibrary.org | E-mail: libraryboard@amespubliclibrary.org

Please note that this Agenda may be changed up to 24 hours before the meeting time as provided by Section 21.4(2), Code of Iowa.

**Ames Public Library Board of Trustees
Minutes of the Regular Meeting
July 18, 2024**

The Ames Public Library (APL) Board of Trustees met in regular session on Thursday, July 18, 2024, in the Dale H. Ross Board Room with Crain, Gibson, Johnson, Mitchell-Conway (7:05 pm), Rearick, Reger, Reynolds, and Thorbs-Weber in attendance. Myers was excused. Assistant City Manager Goldbeck, Director Schofer, and Youth Services Library Assistant Philby were also in attendance.

Call to Order: President Johnson called the meeting to order at 7:02 p.m.

Consent Agenda:

Moved by Reger, seconded by Reynolds, to approve the consent agenda as follows:

1. Motion approving minutes of the regular meeting June 20, 2024
2. Motion approving payment of claims 6/1/24 – 6/30/24

**Vote on Motion: 6-0 (Johnson abstained; Mitchell-Conway and Myers excused).
Approved unanimously.**

Public Forum: None

Activity Reports:

Administrative Staff Report: Schofer gave a report to the Board.

- Schofer will be on vacation from July 19-26, 2024. Managers will cover in her absence.
- The bid request for carpet replacement is posted and scheduled to close on August 9. This is for the entry, youth area, adult area, and study rooms.
- Schofer received word today that the complaint to the Iowa Public Information Board was dismissed.
- Schofer and Briseno had a second conversation with our County Supervisor Murken about possible federal grant money that could be available to support circulating hotspots and possibly tablets in Story County. Schofer reached out to our State Librarian to see if they may be planning an initiative with the same federal money. This is in the planning and discussion phase. Schofer will keep the Board posted as things develop.
- In staffing news:
 - Phone interviews for the Youth Services Assistant position were conducted last week. Out of 55 candidates, 13 were selected for phone interviews, and six of those candidates will come for in-person interviews next week.
 - Adult Services Library Assistant Martin has resigned. Her last day was Monday.
 - There will be interviews for an Adult Services Intern coming up soon.
 - There are Library Aide positions posted now.
- Schofer had a second meeting with Goldbeck, Eames, and members from the Parks and Rec, Police, and Legal Departments to review our services and response to

homeless community members. Goldbeck is leading these meetings every two weeks. There have been upticks in overnight stays at the parks and in front of the library. It's our hope to further explore what we might collectively be able to do along with ASSET organizations and other community partners. The City may explore how to find a way to have park rules incorporated in a way that police could more readily enforce them. They may also explore what can be done about restricting camping or sleeping overnight outside City buildings. For the library's part, Schofer is working with the PIC team and Leadership Team to review our process for managing the outside space during the day and explore adaptations we might make to our outside physical spaces in terms of design or safety elements- i.e. landscaping, lighting, no smoking signs. Staff came up with some possible language that may help us better respond if patrons bring in large carts or excessive baggage after compiling some language from other libraries. Schofer will have the PIC team also review and discuss this before bringing it back to the Board as an update to the Conduct Policy. Our staff work hard to help people successfully use the library and generally it works out sometimes we need to have some boundaries and limits.

- Schofer shared some of the comments from our strategic planning survey around this topic.
- The Board discussed homelessness.
- Thorbs-Weber would like a thank you and strategic planning update sent to all those who participated in the focus groups and surveys.

Ames Public Library Friends Foundation (APLFF) Report: Gibson gave a report to the Board.

- They are working on obtaining a gambling license for trivia night.
- The July booksale was successful. The next sell is the second weekend in November.
- APLFF will not meet in August.
- They are working on revising board member agreements.
- Rippke Design sent mood boards. They will be coming to meet with the fundraising committee on August 8 to review the mood boards. This is part of the process to update the APLFF logo and website.

Budget & Finance Committee Report: Crain gave a report to the Board.

- The committee met Monday and reviewed the estimated final FY24 budget. The fiscal year ended June 30, 2024.
- The last invoices need to be submitted by 7/19/24.
- There will be some additional expenses posted to FY24, but it is expected that the budget will come in just under 99% spent which is great.
- There are no concerns or unexpected expenses at this time.

Moved by Reynolds, no second needed, to approve the financial report as presented.

Vote on Motion: 7-0 (Johnson abstained; Myers excused). Approved unanimously.

Assistant City Manager Report: Goldbeck gave a report to the Board.

- The ice arena is open year-round except for 3 weeks. They use this time for maintenance and repairs. This year they installed a new compressor.
- A new Ice Arena Manager was hired and began at the beginning of July.
- They will be recruiting for an Ice Arena Coordinator position in August.
- The Schainker Plaza is having safety issues with concrete deficiencies. These concerns were relayed to project contractors Henkel Construction and Everything Ice and Confluence, Inc., who agreed the surface needed to be fixed. They are trying to get the issues resolved, until they can agree how to do so, the project is delayed. They may be hiring a third party to assist with problem resolution.
- The City of Ames received a \$810,500 U.S. Forest Service grant to be distributed over five years for use on various urban forestry projects. Part of this grant will be used for removing ash trees and hiring temporary staff for the work.
- CyRide had a rodeo on June 8th for drivers to show off their driving skills through an obstacle course. Two staff will get recognized for the Professional Driver Award and the Iowa Public Transit Operations Operator of the Year.
- The City of Ames, in partnership with the ISU Office of Sustainability, annually hosts “Rummage RAMPage,” a community sale designed to keep reusable items out of the waste stream. The event grew from the desire to repurpose items often left on the curb during the annual move out and lease changeovers, and to keep these items out of the landfill. Rummage RAMPage works by selling items that are donated. Non-profit agencies send volunteers to help run the sale and share in any profit. The event is open to anyone to donate or shop. Rummage RAMPage starts next Friday, July 26 and runs through August 5. Pick up service is available.
- Summer is here. City of Ames Electric has a campaign to lower electricity use during peak times.
- At the July 9th City Council meeting, they approved the third reading of chapter 28 approving a small pilot program where forty customers will opt in to see how a “time of use” rate model, where different rates for electric services are charged at different times of the day, will affect their bills. The results will be reviewed in the future to see if moving to such a model would be beneficial.
- There will be a hearing on a major site development regarding turning the old Burger King to a Dunkin Donuts.
- With warm weather there is street painting underway along with a lot of construction. Individuals can sign up to receive alerts on where construction is happening.
- DEI Coordinator Eames gave an update to City Council on what she has been working on the last year. She has been getting to know non-profit groups, student groups, and establishing connections in the community. She has been helping Human Resources with recruitments. She has been assisting with ADA compliance and Human Relations.
- Nolan Sagan will be joining the City of Ames as our first Sustainability Coordinator beginning Monday, July 22. Sagan has a Master’s Degree in Environmental Geology from the University of Kansas and a Bachelor’s Degree in Environmental Science from the University of Northern Iowa. He has worked for Spire Energy as their

Sustainability and Asset Specialist for the last five years, leading and executing the company's comprehensive GHG inventory.

Board education: Youth Services Library Assistant Philby gave an overview of the summer reading, summer meals, and summer programming including the Terrific Tuesday presenters.

Policy Review:

Authority Policy: This policy was brought to the Board last month for discussion and reviewed by the City Legal Department. No changes are recommended. The Board discussed the policy.

Moved by Reynolds, seconded by Reger, to approve the review of the Authority Policy as presented.

Vote on Motion: 7-0 (Johnson abstained; Myers excused). Approved unanimously. Resolution No. 2024-L017 adopted.

Mission, Values, and Strategic Planning Policy: Schofer introduced the policy. The Board discussed the policy. Suggested changes include adding a link to the City's website and changing The Ames Public Library Board of Trustees to The Ames Public Library and Board of Trustees. This policy will be reviewed by staff and brought back next month for action.

Trustee Comments:

- Reynolds – appreciates the conversation and thank you all for being here.
- Reger – another great meeting, great to hear all the things going on at the library. It's a great place (left at 8:32 pm)
- Rearick – thank you for including all the comments
- Gibson – pleased to see that conversations are turning to actions, acknowledging there is a problem, and she is happy some positive activity is going on. Libraries foster conversations. A little one she knows had to show his summer reading prize to her. It is great to see the excitement that summer reading inspires.
- Thorbs-Weber – as usual she appreciates the opportunity for discussions around issues that are important to most of us. She is conflicted also because homelessness is a big issue. Staff are overwhelmed, homeless people are patrons too, where is the balance between the person complaining and a person. Hate to turn people away as this IS a welcome place.
- Mitchell-Conway – she blames Ronald Reagan. This is a result of decades of bad policy, it is a State Health policy, he removed asylums. Where is social housing.
- Crain – appreciates all the discussion, hope everyone has a great night.

Adjournment:

Moved by Mitchell-Conway, seconded by Gibson, to adjourn at 8:39 p.m.

Vote on Motion: 6-0 (Johnson abstained; Myers and Reger excused). Approved unanimously

The next regular meeting will be on Thursday, August 15, 2024, at 7:00 p.m. in the Dale H. Ross Board Room.

Melissa Johannes, Library Secretary

Matt Crain, Board Secretary

Administration FY25			
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	50,717.98
PAYROLL SUMMARY	DENTAL INSURANCE	\$	517.74
PAYROLL SUMMARY	IPERS DISABILITY	\$	233.31
PAYROLL SUMMARY	LIFE INSURANCE	\$	66.83
PAYROLL SUMMARY	HEALTH INSURANCE	\$	10,485.10
PAYROLL SUMMARY	MEDICARE FICA	\$	724.15
PAYROLL SUMMARY	FICA	\$	3,096.37
PAYROLL SUMMARY	IPERS	\$	4,787.78
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	160.70
LIBRARY JOURNALS, LLC	TRAINING	\$	930.75
IDB ACCRUAL	ELECTRIC SERVICE	\$	(317.95)
UB ADJ. UPDATE	ELECTRIC SERVICE	\$	(2.53)
UB CHARGE UPDATE	ELECTRIC SERVICE	\$	9,293.64
BANK OF AMERICA	ADVERTISING	\$	307.80
UB CREDIT CHG ADJUSTMENT	ELECTRIC SERVICE	\$	(301.57)
VERIZON WIRELESS	OUTSIDE PHONE/DATA SVCS	\$	349.19
IA COMMUNICATIONS NETWORK	OUTSIDE PHONE/DATA SVCS	\$	1,046.63
METRONET FIBERNET LLC	OUTSIDE PHONE/DATA SVCS	\$	132.20
UB CHARGE UPDATE	WATER/SANITARY SEWER	\$	485.10
ASPEN WASTE SYSTEM OF IOW	WASTE DISPOSAL	\$	247.06
ALLIANT ENERGY/IPL	NATURAL GAS	\$	72.72
MIDWEST ALARM SERVICES	MAINTENANCE CONTRACTS	\$	440.04
DEPT OF INSPECTIONS, APPE	MAINTENANCE CONTRACTS	\$	80.00
ACI MECHANICAL INC	STRUCTURAL REPAIRS	\$	1,008.00
REV GRP #4901	TECHNOLOGY MAINT/SUPPORT	\$	34,965.27
VEND# 20898	TECHNOLOGY MAINT/SUPPORT	\$	6,600.00
VEND# 46785	TECHNOLOGY MAINT/SUPPORT	\$	2,065.20
INSIGHT PUBLIC SECTOR INC	TECHNOLOGY MAINT/SUPPORT	\$	1,337.40
BANK OF AMERICA	TECHNOLOGY MAINT/SUPPORT	\$	2,453.27
WEBCLARITY SOFTWARE INC	TECHNOLOGY MAINT/SUPPORT	\$	3,977.00
BIBLIOTHECA LLC	TECHNOLOGY MAINT/SUPPORT	\$	15,583.00
TODAY'S BUSINESS SOLUTION	TECHNOLOGY MAINT/SUPPORT	\$	6,153.60
XEROX GOVERNMENT SYSTEMS	LEASES	\$	516.00
PREFERRED PEST MANAGEMENT	NON-CITY SERVICE	\$	175.00
MIDWEST ALARM SERVICES	NON-CITY SERVICE	\$	2,157.36
CH ISSUES	OFFICE SUPPLIES	\$	4.65
PREMIER OFFICE EQUIPMENT	OFFICE SUPPLIES	\$	337.00
BANK OF AMERICA	OFFICE SUPPLIES	\$	5.99
AMAZON CAPITAL SERVICES I	OFFICE SUPPLIES	\$	12.06
BANK OF AMERICA	MINOR COMPUTER EQUIPMENT	\$	68.28
CENT IA DISTRIBUTING INC	CLEANING SUPPLIES	\$	1,498.00
BANK OF AMERICA	CLEANING SUPPLIES	\$	350.29
BANK OF AMERICA	SPECIAL PROJECT SUPPLIES	\$	39.99
Total Administration			\$ 162,860.40

Resource Services FY25

PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$	30,908.04
PAYROLL SUMMARY	DENTAL INSURANCE	\$	279.50
PAYROLL SUMMARY	IPERS DISABILITY	\$	142.18
PAYROLL SUMMARY	LIFE INSURANCE	\$	51.98
PAYROLL SUMMARY	HEALTH INSURANCE	\$	6,560.28
PAYROLL SUMMARY	MEDICARE FICA	\$	416.29
PAYROLL SUMMARY	FICA	\$	1,779.95
PAYROLL SUMMARY	IPERS	\$	2,917.72
PAYROLL SUMMARY	WORKERS COMPENSATION	\$	37.08
BAKER & TAYLOR INC	LICENSES/PERMITS	\$	2,865.91
OCLC INC	LICENSES/PERMITS	\$	37,546.40
BAKER & TAYLOR INC	EQUIPMENT PARTS/SUPPLIES	\$	338.22
CRYSTAL CLEAR WATER	EQUIPMENT PARTS/SUPPLIES	\$	9.49
DEMCO INC	EQUIPMENT PARTS/SUPPLIES	\$	1,610.90
REV GRP #4901	ELECTRONIC COLLECTION	\$	9,865.00
VEND# 25205	ELECTRONIC COLLECTION	\$	12,251.57
SCHOLASTIC LIBRARY PUBLIS	ELECTRONIC COLLECTION	\$	4,064.00
PROQUEST LLC	ELECTRONIC COLLECTION	\$	2,731.73
TUMBLEWEED PRESS INC	ELECTRONIC COLLECTION	\$	550.00
OVERDRIVE	ELECTRONIC COLLECTION	\$	39,222.91
CYPRESS INFORMATION SERVI	ELECTRONIC COLLECTION	\$	650.00
FOLKMANIS INC	SPECIAL PJCT COLLECTIONS	\$	395.60
AMAZON CAPITAL SERVICES I	SPECIAL PJCT COLLECTIONS	\$	107.33
BOOKPAGE	PERIODICALS	\$	1,116.00
WT COX INFORMATION SERVIC	PERIODICALS	\$	4,990.25
INGRAM INV S/B FY25	YOUTH COLLECTION	\$	15.74
BAKER & TAYLOR INC	YOUTH COLLECTION	\$	1,443.83
INGRAM LIBRARY SERVICES	YOUTH COLLECTION	\$	359.73
JUNIOR LIBRARY GUILD	YOUTH COLLECTION	\$	12,747.05
BANK OF AMERICA	YOUTH COLLECTION	\$	46.90
AMAZON CAPITAL SERVICES	YOUTH COLLECTION	\$	385.52
BLACKSTONE PUBLISHING	AUDIO-VISUAL COLLECTION	\$	436.84
MIDWEST TAPE	AUDIO-VISUAL COLLECTION	\$	446.62
PLAYAWAY PRODUCTS LLC	AUDIO-VISUAL COLLECTION	\$	66.49
AMAZON CAPITAL SERVICES	AUDIO-VISUAL COLLECTION	\$	78.87
INGRAM INV S/B FY25	ADULT PRINT COLLECTION	\$	162.81
BAKER & TAYLOR INC	ADULT PRINT COLLECTION	\$	3,434.21
INGRAM LIBRARY SERVICES	ADULT PRINT COLLECTION	\$	(207.87)
GALE GROUP	ADULT PRINT COLLECTION	\$	796.21
J D POWER AND ASSOCIATES	ADULT PRINT COLLECTION	\$	156.00
AMAZON CAPITAL SERVICES	ADULT PRINT COLLECTION	\$	480.79
HARBORTH, RAEANNA	REFUNDS	\$	25.99
Total Resource Services		\$	182,284.06

Youth Services FY25		
FY2023/24 WAGE ACCRUAL	PERMANENT SALARIES/WAGES	\$ (1,877.70)
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$ 41,770.92
PAYROLL SUMMARY	TEMPORARY SALARIES/WAGES	\$ 3,623.90
PAYROLL SUMMARY	DENTAL INSURANCE	\$ 441.40
PAYROLL SUMMARY	IPERS DISABILITY	\$ 163.32
PAYROLL SUMMARY	LIFE INSURANCE	\$ 74.27
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 8,992.96
FY2023/24 WAGE ACCRUAL	MEDICARE FICA	\$ (27.23)
PAYROLL SUMMARY	MEDICARE FICA	\$ 624.08
FY2023/24 WAGE ACCRUAL	FICA	\$ (116.42)
PAYROLL SUMMARY	FICA	\$ 2,668.56
PAYROLL SUMMARY	IPERS	\$ 4,245.62
PAYROLL SUMMARY	WORKERS COMPENSATION	\$ 61.19
GATEWAY HOTEL & CONFERENCE	RECRUITING COSTS	\$ 255.36
MOTION PICTURE LICENSING	LICENSES/PERMITS	\$ 180.42
	Total Youth Services	\$ 61,080.65
Adult Services FY25		
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$ 47,424.20
PAYROLL SUMMARY	VACATION	\$ 228.48
PAYROLL SUMMARY	DENTAL INSURANCE	\$ 335.86
PAYROLL SUMMARY	IPERS DISABILITY	\$ 204.41
PAYROLL SUMMARY	LIFE INSURANCE	\$ 84.16
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 7,087.82
PAYROLL SUMMARY	MEDICARE FICA	\$ 682.48
PAYROLL SUMMARY	FICA	\$ 2,918.16
PAYROLL SUMMARY	IPERS	\$ 4,476.86
PAYROLL SUMMARY	WORKERS COMPENSATION	\$ 56.94
BANK OF AMERICA	TRAINING	\$ 600.00
MOTION PICTURE LICENSING	LICENSES/PERMITS	\$ 180.42
	Total Adult Services	\$ 64,279.79
Customer Account Services FY25		
FY2023/24 WAGE ACCRUAL	PERMANENT SALARIES/WAGES	\$ (111.60)
PAYROLL SUMMARY	PERMANENT SALARIES/WAGES	\$ 53,778.86
FY2023/24 WAGE ACCRUAI	TEMPORARY SALARIES/WAGES	\$ (7,433.22)
PAYROLL SUMMARY	TEMPORARY SALARIES/WAGES	\$ 14,999.86
PAYROLL SUMMARY	DENTAL INSURANCE	\$ 294.64
PAYROLL SUMMARY	IPERS DISABILITY	\$ 238.33
PAYROLL SUMMARY	LIFE INSURANCE	\$ 96.55
PAYROLL SUMMARY	HEALTH INSURANCE	\$ 6,728.10
FY2023/24 WAGE ACCRUAL	MEDICARE FICA	\$ (109.40)
PAYROLL SUMMARY	MEDICARE FICA	\$ 965.11
FY2023/24 WAGE ACCRUAL	FICA	\$ (467.78)
PAYROLL SUMMARY	FICA	\$ 4,126.55
PAYROLL SUMMARY	IPERS	\$ 6,492.75

PAYROLL SUMMARY	WORKERS COMPENSATION	\$	82.52
VEND# 22219	CONFERENCES	\$	26.38
BANK OF AMERICA	OFFICE SUPPLIES	\$	647.12

<i>Total Customer Account Services</i>		\$	80,354.77
Total FY25:		\$	550,859.67
Richard Johnson, President	Matt Crain, Secretary		Date



Mission, Values, and Strategic Planning Policy

Section: History, Authority, Mission

Approved: 6/19/1997
Reviewed: 3/27/2003, 12/20/2007, 3/28/2019
Revised: 3/28/2002, 11/18/2010, 3/17/2016, 3/17/2022

Mission Statement

Ames Public Library: We connect you to the world of ideas.

Values

As a department of the City, Ames Public Library embraces the Excellence Through People Values, which are:

- Continuous Improvement
- Creativity and Innovation
- Customer Driven
- Data Driven
- Diversity, Equity, and Inclusion
- Employee Involvement
- Excellence
- Fiscal Stewardship
- Honesty and Integrity
- Leadership
- Positive Attitude
- Respect One Another
- Safety and Wellness
- Teamwork

Strategic Planning

The Ames Public Library [and the](#) Board of Trustees is committed to the process of strategic planning and will meet the standards established by the State Library of Iowa for Tier 3 Library accreditation.

[References](#)

[City of Ames - Excellence Through People](#)

Mission, Values, and Strategic Planning Policy

**BOARD OF TRUSTEES
AMES PUBLIC LIBRARY
AUGUST 15, 2024**

Be it resolved that the Board of Trustees, Ames Public Library, approves the revisions to the Mission, Values, and Strategic Planning Policy as presented.

Richard Johnson, President

Matt Crain, Secretary



Social Media Policy

Section: Library Resources

Approved: 9/16/2010

Reviewed:

Revised: 5/16/2013, 9/17/2015, 3/28/2019, 3/17/2022

Ames Public Library uses online social networking sites to further its mission to connect library users and community residents to the world of ideas.

The Library participates in social media to facilitate sharing of news and information about Library services, programs, and resources to the widest possible audience. They also create welcoming online spaces where library users may interact amongst themselves and with Library staff, avail themselves of certain Library services, and exchange thoughts and opinions about library-related subjects and issues in a public forum.

Ames Public Library participation in online social networks does not constitute endorsement of the content or views expressed by the participants, including staff. The Library is not liable or responsible for content posted by any participant or for any event or interaction that takes place through any online social network. The Library does not act in place of or in the absence of a parent and is not responsible for enforcing any restrictions which a parent or guardian may place on a minor's use of these services.

Terms of Use Guidelines

The Library reserves the right to remove inappropriate content, including, but not limited to content that:

- Is profane
- Is sexual in nature
- Threatens or defames any person or organization
- Incites violence
- Violates copyright or the legal ownership interest of another party
- Promotes or advocates illegal activity
- Is repetitive, duplicative, or unrelated to the topic of the post or thread
- Promotes commercial services or products, or is spam
- Promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, gender identity, marital status, genetics, status with regard to public assistance, national origin, physical or intellectual disability, sexual orientation, or veteran status
- Reveals personally identifying information including, but not limited to: email address, phone numbers, addresses, medical information, etc.
- Is considered political campaign activity

Users who continue to post inappropriate content may be removed or blocked.

The Library disclaims any and all responsibility and liability for any content deemed inappropriate for posting. The Library is not responsible for the removal of content by online social media sites.

Expressions of Concern

The Ames Public Library Director and the Board of Trustees welcome feedback from customers. Any customer concerns will be handled promptly and courteously as detailed in the [Expressions of Concern Policy](#).

References

[City of Ames Social Media Policy](#)

[Conduct in the Library Policy](#)

[Expressions of Concern Policy](#)