

Adopting or Modifying Library Policy

The adoption or modification of library policy is done by the authority of the Board of Trustees of the Taylor Memorial Library.

Process

Per *Wisconsin Statutes Chapter 43.58*, the Library Board is the policy-setting body for the Taylor Memorial Library, with exclusive control of finances and facilities, and authority over staff via the Library Director. The library is subject to all applicable federal and state laws and regulations, as well as Village ordinances, and such Village of Taylor policies as may be approved by the Library Board.

The Library Director is responsible for bringing policies to the Library Board. In the case of policies specific to library services, the Library Director will draft policies with appropriate input from staff, Board, Winding Rivers Library System consultants, and Village departments. The Library Director will place any policy changes on the Library Board's meeting agenda. Policies may be presented to the Library Board as action or information items:

- Any new policy will be presented as an action item.
- Any policy changes the Library Director deems substantive in affecting library services, facilities, finances, or staff will be presented as an action item.
- Any policy changes the Library Director does not deem substantive in affecting library services, facilities, finances, or staff will be presented as an informational item.
- Any proposed policy change will be changed from informational item to an action item upon request of any Library Board member, and subject to legal notice/posting requirements.

All policies of the Taylor Memorial Library shall be subject to regular review by the Board of Trustees.