

Introduction

Purpose Statement

The purpose of Tuttle Library Policy Manual is to provide effective leadership and management guidelines for library staff as they strive to help patrons and the community at large to develop life-long learning, technology, and information literacy skills as well as appreciation for literature and knowledge.

Statement of Responsibility

The Friends of Tuttle Public Library (FOTPL) Board is legally responsible for the selection of all materials, programs, and equipment utilized in the library's collections. The media staff through a five-member advisory board carries out selection policies established for the library. This board may include teachers, parents, students, library staff and/or other community patrons. Collections may include, but are not limited to, books, magazines, audio / visual materials, on-line databases, instructional materials, interactive websites, subscriptions, instructional aids, etc.

Objectives

To further the library's goal of helping patrons and the community at large develop life-long learning, technology, and information literacy skills as well as appreciation for literature and knowledge:

- Provide equal access for all patrons to books and other materials, equipment, community and on-line resources within the scope of the library's collection.
- Consider the great variety of needs, interests, ages, abilities, physical challenges, maturity levels, and socioeconomic backgrounds of patrons when making selections.
- Provide a balance of informational resources on all sides of issues, beliefs, and ideas so that patrons may make informed decisions or form unbiased judgments based on the principles of critical and / or analytical thinking skills.
- Promote leisure reading and an appreciation of a variety of literature.
- Provide access to materials that reflect a wide variety of religious, social, political, and ethnic groups represented in the global community as well as their significant contributions to society.
- Provide and maintain a comprehensive collection of materials and resources that can be defended on the basis of the selection principles.