

I. Mission and Goal Statements

A. The mission of the Fossil Public Library is to provide quality materials and services which meet the educational, informational, cultural, and recreational needs of the entire community in an atmosphere that is welcoming, respectful, and business-like.

B. The general library goals of the Fossil Public Library shall be:

1. To serve all residents of the community and the surrounding region
2. To bring in and make available to all residents of the above area such books, periodicals, pamphlets, and other services as will address their needs to
  - a) Become well informed
  - b) Locate answers to important questions
  - c) Cultivate the imagination and creative expression
  - d) Develop skills for career and vocational questions
  - e) Enjoy leisure by means of reading and other media services
3. To provide the most frequently requested material locally and upon demand
4. To maintain a program of service which finds information, guides reading, organizes and interprets material for people of various backgrounds, and stimulates thinking and intellectual development in individuals of any age
5. To aim to discover new methods and improvements for better service for the library's patrons
6. To review regularly these goals of the Fossil Public Library and, if necessary, revise them in the light of new developments

II. Who may use the library

A. The library will serve all residents of the community and the public library system area. Service will not be denied or minimized because of religion, race, social, economic, or political status, mental, emotional, or physical condition, age, sexual orientation, or gender identity.

B. The use of the library may be denied for due cause. For example failure to return library materials, destruction of library property, disturbance of other patrons, or any other illegal, disruptive, or objectionable conduct on library premises.

III. Patron responsibilities and conduct

A. It's the patron's responsibility to act appropriately in order to protect their rights and the rights of other patrons. If a patron creates a public nuisance, that patron may be restricted from the library and use of its facilities. Those who are unwilling to leave or do not leave within a timely manner, after being instructed to do so by staff, will be subject to the law.

B. Young children

1. The Fossil Public Library encourages visits by young children and it is our desire to make these visits memorable and enjoyable for the child. However, Library staff is not responsible for the care of unsupervised children in the library.

2. Therefore, it is library policy that all children under the age of six must be accompanied by a guardian while in the library. If the young child is attending a library program, the guardian must stay throughout the program.

C. Disruptive children

1. Children of all ages are encouraged to use the library for homework, recreational reading, and program attendance. The library staff realizes that the library will be louder at busy times and that children by nature can cause more commotion. However, children who are being continually disruptive will be given a warning that they must settle down or will be asked to leave the library. If they continue to be disruptive, they will be asked to leave the library.

IV. Services of the library

- A. The library shall provide materials and resources for information, entertainment, intellectual development, and enrichment of the people of the community. The library will endeavor to:

1. Select, organize, and make available necessary books and materials.
2. Provide guidance and assistance to patrons.
3. Sponsor and implement programs, displays, book lists, etc. which would appeal to children and adults.
4. Cooperate with other community agencies and organizations.
5. Secure information beyond its own resources i.e., interlibrary loan and other resource sharing methods provided through the system and the state.
6. Develop and provide services to patrons with special needs.
7. Maintain a balance in its services to various groups.
8. Cooperate with, but not perform the functions of, school or other institutional libraries.
9. Provide service during hours which best meet the needs of the community, including evening and weekend hours.
10. Use media and other public relations tools to promote the full range of available library services.
11. Regularly review library services being offered.

V. Volunteers

- A. The library welcomes and encourages individuals and groups to volunteer their time and efforts in the service of the Fossil Public Library. In appreciation of volunteer services, the library acknowledges the need to organize volunteer activities and provide for appropriate recognition befitting the benefit to the library and the communities it serves.

1. Annual recognition will be given based on the number of hours of service. This will include a listing of volunteer names in a newspaper release, a certificate of appreciation, and the addition of a book to the collection in each volunteer's name.