

Harrison Community Library Privacy Policy

The Harrison Community Library Board, on September 25, 1985, established a policy that exempts the Harrison Library staff and its board from disclosure of patron information of a personal nature where the public disclosure of the information would constitute a clearly unwarranted invasion of an individual's privacy, except to member township boards to verify residency of patron in that specific township, with names only and for no other use except to determine residency.

This policy is based on the exemption of the Freedom of Information Act, MCL 15.243. A written denial of request for information is on file at the library.

Book Selection Policy of the Harrison Community Library

The public library is a community center open to all citizens – of every age – which offers materials for cultural development, educational and recreational opportunities. It is a tax supported service open to the public.

The Library Board joins the American Library Association and the American Book Publishers Council in endorsing the Library Bill of Rights.

Definitions

The words “book,” library materials,” or other synonyms as they may occur in the policy have the widest possible meaning; hence, it is implicit in this policy that every form of permanent record is to be included, whether printed or in manuscript; bound or unbound; photographs or otherwise reproduced. Also included are audio records or tapes, discs or otherwise; films and pictures in the form of photographs, paintings, drawings, etchings, etc. “Selection” refers to the decision that must be made either to add a given book to the collection or to retain one already in the collection. The librarian will use her knowledge, public interest and all available selection aids in these decisions.

Responsibility for Book Selection

Final responsibility for book selection lies with the librarian. This responsibility will be given by the Library Board. Staff members will direct unusual problems to the librarian for resolution.

Objectives

The primary objectives of book selection shall be to collect materials of contemporary significance and of permanent value. The library will always be guided by a sense of responsibility to both present and future in adding materials which will enrich the collection and maintain an overall balance. The library also recognizes an immediate duty to make available materials for enlightenment and recreation, even though such materials may not have enduring interest or value. The library will provide, too, a representative sampling of experimental and ephemeral materials, but will not always attempt to be exhaustive. The library does not consider it necessary or desirable to acquire all books on any subject if these books tend to duplicate each other.

Duties of Librarian

All staff members selecting library materials will be expected to keep the objective in mind and apply their professional knowledge and experience in making decisions.

Use of the Library's Books

The library recognizes that many books are controversial and that any given item may offend some patrons. Selections will not be made on the basis of any anticipated approval or disapproval, but solely on the merits of the work in relation to the building of the collection and to serving the interests of readers. Library materials will not be marked or identified to show approval or disapproval of the contents, and not catalogued book or other item will be sequestered, except for the express purpose of protecting it from injury or theft. The use of rare and scholarly items of great value