



A G E N D A
CITY OF WAUPUN LIBRARY BOARD MEETING
Waupun Public Library – 123 S. Forest Street,
Waupun WI
Wednesday, April 19, 2023 at 4:30 PM

The Waupun Public Library Board of Trustees will meet at 4:30 p.m. on March 15, 2023, in the Carnegie Room. The public may attend in person or access the meeting online or by phone. Instructions are provided below:

1. Join Zoom Meeting:

<https://us02web.zoom.us/j/82562969957>

2. By phone:

1-312-626-6799

Meeting ID: 825 6296 9957

CALL TO ORDER

MINUTES FROM PREVIOUS MEETINGS

- [1.](#) March minutes

PERSONS WISHING TO ADDRESS THE LIBRARY BOARD

No Public Participation after this point.

MONTHLY STATISTICS

- [2.](#) March statistics

BUDGET SUMMARY

- [3.](#) March budget report

CONSIDERATION OF BILLS FOR PAYMENT

- [4.](#) April bills

COMMITTEE REPORTS

LIBRARIAN'S REPORT

- [5.](#) Librarians Report

OLD BUSINESS

NEW BUSINESS

- [6.](#) Internet Policy review
7. Appoint Library Director Evaluation Committee

FUTURE MEETINGS AND GATHERING INVOLVING THE LIBRARY BOARD

8. Tentative next meeting: Wednesday, May 17, 2023, at 4:30 p.m.

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

**Minutes of the Waupun Public Library Board Meeting
Wednesday, March 15, 2023**

In the absence of Bev Martens, President, the Waupun Public Library Board was called to order by Sadie Schultz, Vice President, at 4:30 p.m. on Wednesday, March 15, 2023. Present were, Siebers, Gehl, Garcia, and Jaeger. Sullivan via phone, and Hintze and Rohrer present via Zoom. Mike Beer was welcomed as the newest Waupun Library Board member appointed by the Fond du Lac County Board of Supervisors.

ARTICLE I: Motion by Siebers, supported by Hintze, to accept the minutes of February 15, 2023 meeting as written. Beer abstained due to absence at the last board meeting. Motion carried.

ARTICLE II: No visitor appearance.

ARTICLE III: Monthly Statistics.

- a. Circulated/downloaded/loaned: 22,557 items through the end of February.
- b. 7,975 people visited the library through the end of February.

ARTICLE IV: Budget reviewed with no concerns noted.

ARTICLE V:

- a. Motion by Hintze, supported by Rohrer, to pay March 2023 bills. Motion carried 7-0 on roll call.

ARTICLE VI: No committee reports.

ARTICLE VII: Librarians' Report.

- a. Universal Class database is now available at the library. Classes can be found on the library website under Online Resources.
- b. Hoopla is now available at the library. The link can be found on the home page of the library website.
- c. With the completion of our State Annual Report, we have billed Columbia and Dodge counties for service to the county residents. This annual bill is for reimbursement of actual cost of service. Winnefox Library System bills Fond du Lac and Green Lake counties on our behalf.
- d. We have filled our two intern positions for 2023. Both will start in May.
- e. National Library Week is April 23-29. On April 26 at 6:00pm, the Waupun Historical Society is presenting Waupun Public Library: A History.
- f. Adult programming March:

1. March 28 at 1:00 p.m., 6:00 p.m., and 7:00 p.m. Lisa with Mackford Home and Gifts: Create a bouquet of wood flowers. Space is limited. Reservations required. \$5.00 Fee.

2. April 11 at 6:00 p.m. Crafters will create a painted wine bottle vase.

g. WAPL Conference will be held in Oshkosh April 27-28.

ARTICLE VIII: No Old Business.

ARTICLE IX: New Business:

a. Displays and Exhibits Policy was reviewed with no changes required.

ARTICLE X: Motion by Rohrer, supported by Siebers, to adjourn at 4:50 p.m. Motion carried.

*Next tentative meeting: Wednesday, April 19, 2023 at 4:30 p.m.

SANDRA ROHRER Secretary
SR/bkj

| Waupun Public Library Monthly Statistics | | | | | |
|--|----------------|----------------|-----------------|-----------------|--------------|
| CIRCULATION | Mar. 23 | Mar. 22 | YTD 2023 | YTD 2022 | YTD% |
| Juvenile Nonfiction | 598 | 501 | 2,052 | 1,400 | 46.6% |
| Juvenile Fiction | 2,736 | 2,386 | 7,509 | 5,793 | 29.6% |
| Juvenile Periodical | 6 | 10 | 22 | 19 | 15.8% |
| Juvenile Book on CD | 7 | 17 | 21 | 33 | -36.4% |
| Juvenile MP3 audio | 5 | 1 | 7 | 1 | 600.0% |
| Juvenile DVD | 425 | 381 | 1,000 | 965 | 3.6% |
| Juvenile Music CD | 10 | 7 | 27 | 11 | 145.5% |
| Juvenile Video Game | 35 | 33 | 100 | 78 | 28.2% |
| Misc. (kits, av tapes, etc) | 1 | 0 | 4 | 1 | 300.0% |
| Total Juvenile | 3,823 | 3,336 | 10,742 | 8,301 | 29.4% |
| Adult Nonfiction | 703 | 647 | 2,058 | 1,661 | 23.9% |
| Adult Fiction | 1,952 | 1,662 | 5,372 | 4,789 | 12.2% |
| Adult Periodical | 40 | 55 | 210 | 189 | 11.1% |
| Adult Book on CD | 187 | 141 | 512 | 525 | -2.5% |
| Adult MP3 audio | 15 | 5 | 46 | 24 | 91.7% |
| Adult DVD | 1,724 | 1,699 | 4,677 | 5,072 | -7.8% |
| Adult Music CD | 337 | 92 | 831 | 322 | 158.1% |
| Adult Video Game | 8 | 4 | 41 | 26 | 57.7% |
| Pamphlets/Vertical File | 0 | 0 | 0 | 0 | #DIV/0! |
| Equipment/die cuts | 0 | 1 | 0 | 1 | -100.0% |
| Misc (kits, tapes, av games) | 0 | 0 | 2 | 6 | -66.7% |
| Total Adult | 4,966 | 4,306 | 13,749 | 12,615 | 9.0% |
| State Report Circulation | 8,789 | 7,642 | 24,491 | 20,916 | 17.1% |
| Downloads (OverDrive) | 1,176 | 979 | 3,460 | 3,004 | 15.2% |
| ILL-Items Sent | 2,461 | 2,223 | 6,965 | 6,076 | 14.6% |
| ILL Item Received | 50 | 41 | 117 | 137 | -14.6% |
| TOTAL CIRCULATION | 12,476 | 10,885 | 35,033 | 30,133 | 16.3% |
| <i>To Columbia Co. Rural</i> | 20 | 3 | 40 | 13 | 207.7% |
| <i>To Dodge Co. Rural</i> | 738 | 758 | 2,269 | 1,891 | 20.0% |
| <i>To FDL Co. Rural</i> | 1,953 | 1,577 | 5,494 | 4,897 | 12.2% |
| <i>To Green Lake Co. Rural</i> | 29 | 86 | 97 | 142 | -31.7% |
| Rural circ subtotals | | | 7,900 | 6,943 | 13.8% |
| USE | | | | | |
| Patron Gate (visits) | 4,924 | 3,489 | 12,899 | 8,899 | 44.9% |
| In-person Programs | 577 | 181 | 1,147 | 406 | 182.5% |
| Virtual Programs | 0 | 26 | 0 | 34 | -100.0% |
| Take & Make Activities | 72 | 103 | 191 | 269 | -29.0% |
| Meeting Room Use | 173 | 14 | 636 | 32 | 1887.5% |
| Computer Use | 352 | 366 | 1,125 | 963 | 16.8% |
| Wireless Use | 380 | 293 | 1,085 | 797 | 36.1% |
| Reference Questions | 366 | 261 | 1,000 | 780 | 28.2% |
| Monthly website hits | 1,581 | 1,524 | 4,707 | 4,391 | 7.2% |
| Curbside/Window service | 110 | 101 | 288 | 304 | -5.3% |

| Waupun Public Library | | | | | | | | | |
|---|---------------------------------|---------------|---------------|------------|-------------------|----------------|-------------|---|--|
| Budget Report | | | | | | | | | |
| Account Number | Account Title | Annual Budget | Current Month | YTD Actual | Prior Yr YTD Actl | Budget Balance | % of Budget | Budget Notes | |
| Library Fund Operating Activity | | | | | | | | | |
| Revenues | | | | | | | | | |
| <i>(Partial property tax allocation is recorded in February. Full allocation is recorded after the August settlement)</i> | | | | | | | | | |
| 210-41-4111-0-00 | GENERAL PROPERTY TAXES | 516,792 | 391,049 | 391,049 | 370,903 | 125,743 | 76% | | |
| 210-43-4367-0-00 | COUNTY APPROPRIATION | 213,938 | - | 50,898 | 217,469 | 163,040 | 24% | Dodge, Columbia, Winnetox (Green Lake, FdL) | |
| 210-46-4671-0-00 | FEES-LIBRARY | 1,200 | 10 | 294 | 399 | 906 | 25% | fine free, lost or damaged items only | |
| 210-48-4811-0-00 | INTEREST REVENUE | 3,000 | - | 2,516 | 92 | 484 | 84% | | |
| 210-48-4816-0-00 | DIVIDEND REVENUE | 2,000 | 706 | 706 | 707 | 1,294 | 35% | | |
| 210-48-4861-0-00 | GRANTS AND DONATIONS | 6,000 | - | - | - | 6,000 | 0% | \$5k hicks foundation | |
| 210-49-4975-0-00 | UNREALIZED GAIN ON INVESTMENTS | - | - | - | - | - | 0% | | |
| Total Revenues | | 742,930 | 391,765 | 445,463 | 589,570 | 297,467 | 60% | | |
| Expenditures | | | | | | | | | |
| 210-60-5511-1-10 | LIBRARY-SALARIES/WAGES | 416,423 | 30,271 | 82,411 | 79,601 | 334,012 | 20% | | |
| 210-60-5511-1-11 | LIBRARY-OVERTIME | - | - | - | - | - | | | |
| 210-60-5511-2-20 | LIBRARY-HEALTH INSURANCE | 45,878 | 3,302 | 16,157 | 16,108 | 29,721 | 35% | | |
| 210-60-5511-2-21 | LIBRARY-LIFE INSURANCE | 791 | 68 | 203 | 198 | 588 | 26% | | |
| 210-60-5511-2-22 | LIBRARY-RETIREMENT | 20,592 | 1,494 | 4,461 | 4,329 | 16,131 | 22% | | |
| 210-60-5511-2-23 | LIBRARY-SOCIAL SECURITY | 31,673 | 2,251 | 6,645 | 6,365 | 25,028 | 21% | | |
| 210-60-5511-2-24 | LIBRARY-SICK LEAVE PO | 3,000 | - | - | - | 3,000 | 0% | | |
| 210-60-5511-2-29 | LIBRARY-INCOME CONTINUATION | 1,600 | 167 | 501 | 501 | 1,099 | 31% | | |
| 210-60-5511-3-30 | LIBRARY-OFFICE SUPPLIES | 20,000 | 1,564 | 2,270 | 1,876 | 17,730 | 11% | | |
| 210-60-5511-3-31 | LIBRARY-TELECOMMUNICATIONS | 4,000 | 212 | 443 | 438 | 3,557 | 11% | | |
| 210-60-5511-3-32 | LIBRARY-UTILITIES | 27,000 | 2,790 | 7,920 | 7,370 | 19,080 | 29% | | |
| 210-60-5511-3-33 | LIBRARY-POSTAGE | 1,600 | 126 | 372 | 232 | 1,228 | 23% | | |
| 210-60-5511-3-34 | LIBRARY-MEMBERSHIP FEES | 2,500 | - | 441 | 196 | 2,059 | 18% | | |
| 210-60-5511-3-35 | LIBRARY-PUBLICATIONS/PROMOTION | 7,000 | 243 | 475 | 1,977 | 6,525 | 7% | | |
| 210-60-5511-3-36 | LIBRARY-REPAIRS/MAINTENANCE | 6,000 | 72 | 1,159 | 1,035 | 4,841 | 19% | | |
| 210-60-5511-3-37 | LIBRARY-TRAVEL/CONFERENCE | 2,500 | - | 183 | 338 | 2,317 | 7% | | |
| 210-60-5511-3-38 | LIBRARY-AUTOMATION/TECHNOLOGY | 33,000 | 25 | 774 | 16,194 | 32,226 | 2% | | |
| 210-60-5511-3-39 | LIBRARY-BOOKS | 60,734 | 7,733 | 12,807 | 16,090 | 47,927 | 21% | | |
| 210-60-5511-3-40 | LIBRARY-AUDIOVISUAL | 17,639 | 874 | 1,413 | 1,013 | 16,226 | 8% | | |
| 210-60-5511-3-41 | LIBRARY-PERIODICALS | 7,000 | 865 | 2,283 | 4,725 | 4,717 | 33% | | |
| 210-60-5511-3-42 | LIBRARY-DATABASES | 12,000 | - | 3,610 | 3,754 | 8,390 | 30% | | |
| 210-60-5511-3-43 | LIBRARY-FURNISHINGS REPLACEMENT | 8,000 | - | - | - | 8,000 | 0% | | |
| 210-60-5511-3-44 | LIBRARY-PROGRAMMING | 11,500 | 1,133 | 2,211 | 2,104 | 9,289 | 19% | Summer reading program | |
| 210-60-5511-3-45 | LIBRARY-MISCELLANEOUS | 2,500 | 64 | 246 | 602 | 2,254 | 10% | | |
| 210-60-5511-8-00 | LIBRARY-CAPITAL OUTLAY | - | - | - | - | - | | | |
| Total Expenditures | | 742,930 | 53,254 | 146,985 | 165,045 | 595,945 | 20% | | |
| Excess (Deficiency) Revenues Over Expenditures | | - | 338,510 | 298,478 | 424,525 | | | | |

| Waupun Public Library | | | | | | | | | |
|---|---|---------------|---------------|------------|-------------------|----------------|-------------|--------------------------|--|
| Budget Report | | 12/31/2023 | 3/31/2023 | 3/31/2023 | 3/31/2022 | | | | |
| Account Number | Account Title | Annual Budget | Current Month | YTD Actual | Prior Yr YTD Actl | Budget Balance | % of Budget | Budget Notes | |
| Library Fund Trust & Transfer Activity | | | | | | | | | |
| Revenues | | | | | | | | | |
| 210-48-4850-000 | LIBRARY TRUST DONATIONS | - | - | - | 4,725 | | | New account created 9/21 | |
| 210-49-4920-0-00 | OPERATING TRANSFERS IN | - | - | - | - | | | | |
| Total Revenues | | - | - | - | 4,725 | | | | |
| Expenditures | | | | | | | | | |
| 210-60-5504-3-38 | LIBRARY-TRUST OPERATING EXPENS | - | - | - | - | | | | |
| 210-60-5504-8-00 | LIBRARY-TRUST CAPITAL EXPENSES | - | - | - | - | | | | |
| 210-80-5960-3-38 | OPERATING TRANSFER OUT-CAPITAL | - | 22,215 | 22,215 | - | | | | |
| Total Expenditures | | - | 22,215 | 22,215 | - | | | | |
| Excess (Deficiency) Trust/Transfer Revenues Over Expenditures | | - | (22,215) | (22,215) | 4,725 | | | | |
| Library Fund Grand Totals | | | | | | | | | |
| Total Revenues | | 742,930 | 391,765 | 445,463 | 594,295 | | | | |
| Total Expenditures | | 742,930 | 75,469 | 169,200 | 165,045 | | | | |
| Excess (Deficiency) Total Revenues Over Total Expenditures | | - | 316,295 | 276,263 | 429,250 | | | | |
| Library Fund Cash Balances | | | | | | | | | |
| 210-10001 | CASH-LIBRARY | | | 220,583.58 | | | | | |
| 210-11612 | LIBRARY SYSTEMS ACCOUNT | | | 345,497.04 | | | | | |
| 210-11614 | LIBRARY TRUST ACCOUNT | | | 77,327.06 | | | | | |
| | Library Trust Funds within Wells Fargo General Ckg Acct | | | 7,312.91 | | | | | |
| 210-11615 | RUTH E. BAYLEY ACCOUNT | | | 90,730.80 | | | | | |
| | Total Library Fund Cash | | | 741,451.39 | | | | | |
| Preliminary budget report will not have an updated cash balance until all journal entries are recorded. Final month end budget report will have updated cash balances. | | | | | | | | | |

Waupun Public Library - April 2023 Bills

| Processed | Check # | Account # | Account Title | Description | Vendor | Vendor/Name | Amount |
|-------------------|---------------------|-----------------|----------------------------|------------------------------|--------|-----------------------------|--------------|
| | | 210-60-5511-330 | Office Supplies | Vacuum, cutting mats, misc | 48 | Amazon Capital Services | 598.33 |
| | | 210-60-5511-340 | Audiovisual | Audiovisual | 48 | Amazon Capital Services | 546.20 |
| | | 210-60-5511-339 | Books | Books | 48 | Amazon Capital Services | 1,300.25 |
| | | 210-60-5511-344 | Programming | Misc supplies | 48 | Amazon Capital Services | 676.43 |
| | | 210-60-5511-332 | Utilities | Natural gas | 1174 | Alliant Energy | 974.85 |
| | | 210-60-5511-339 | Books | Books | 4000 | Baker & Taylor | 2,724.13 |
| | | 210-60-5511-335 | Publications/Promotions | 2023 Waupun Guide | 7058 | Capital Newspapers | 180.00 |
| | | 210-60-5511-330 | Office Supplies | Ink, toner cartridges | 8025 | CDW-G | 490.06 |
| | | 210-60-5511-339 | Books | Books | 8900 | Center Point Large Print | 152.05 |
| | | 210-60-5511-330 | Office Supplies | Jackets, labels, tapes, etc | 11070 | Demco | 803.89 |
| | | 210-60-5511-338 | Automation/technology | Room scheduling software | 11071 | Demco Software | 815.54 |
| | | 210-60-5511-339 | Books | Books | 13895 | Frederick, Michael | 36.00 |
| | | 210-60-5511-339 | Books | Books | 14102 | Gale | 676.05 |
| | | 210-60-5511-337 | Travel/training/conference | Mileage reimbursement | 14402 | Garcia, Pam | 56.99 |
| | | 210-60-5511-341 | Periodicals | Subscription | 14825 | Grey House Publishing | 432.50 |
| | | 210-60-5511-338 | Automation/technology | Network maintenance | 16440 | Inter-Quest | 1,736.81 |
| | | 210-60-5511-337 | Travel/training/conference | Mileage reimbursement | 16648 | Jaeger, Bret | 82.53 |
| | | 210-60-5511-344 | Programming | Programming supplies | 12700 | Martens Ace Hardware | 6.99 |
| | | 210-60-5511-340 | Audiovisual | Audiobooks | 19050 | MicroMarketing | 590.08 |
| | | 210-60-5511-341 | Periodicals | BookPage Subscription | 300156 | Monarch Library System | 480.00 |
| | | 210-60-5511-344 | Programming | Programming supplies | 20798 | OTC Brands | 374.66 |
| | | 210-60-5511-345 | Miscellaneous | Petty Cash | 21500 | Petty Cash | 36.22 |
| | | 210-60-5511-345 | Miscellaneous | Break Room supplies | 21665 | Piggly Wiggly | 127.41 |
| | | 210-60-5511-340 | Audiovisual | Audiovisual | 21876 | Playaway Products LLC | 745.61 |
| | | 210-60-5511-333 | Postage | PO Box, Stamps | 22099 | Postmaster | 458.00 |
| | | 210-60-5511-330 | Office Supplies | Table dolly, Post-its, misc | 22402 | Quill | 622.71 |
| | | 210-60-5511-339 | Books | Books | 23831 | Sebco Books | 88.28 |
| | | 210-60-5511-339 | Books | Books | 24810 | Taste of Home Books | 35.98 |
| | | 210-60-5511-339 | Books | Collection agency | 25484 | Unique Mgt Services | 34.95 |
| | | 210-60-5511-344 | Programming | Program fee | 27147 | Waupun Historical Society | 200.00 |
| | | 210-60-5511-341 | Periodicals | Bulk subscriptions | 29881 | WT.COX Information Services | 2,996.59 |
| | | | | | | Total: | \$ 19,080.09 |
| 3/17/2023 | Manual check # 1029 | | | Copier maintenance | | James Imaging | 425.11 |
| 3/22/2023 | Manual check # 1030 | | | WAPL registration - Fix | | WI Library Ass'n | 340.00 |
| City manual check | | 210-60-5511-331 | Telecommunications | Monthly Spectrum invoice | | Wells Fargo autopay (Bret) | 179.97 |
| City manual check | | 210-60-5511-337 | Travel/training/conference | WAPL conference registration | | Wells Fargo autopay (Bret) | 300.00 |
| City manual check | | 210-60-5511-332 | Utilities | Electric/water/sewer | | Waupun Utilities | 1,506.69 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Authorized signature: _____

| LIBRARY | MONTHLY REPORT TO LIBRARY BOARD April 2023 |
|-----------------------|--|
| Subject | Summary |
| Statistics | Through the end of March, the library circulated/downloaded/loaned 35,033 items, and 12,899 people walked through our doors. |
| National Library Week | 2023 National Library Week is April 23 – 29. Programs for that week include Tech Take-A-Part program for kids to take apart old electronics and find out what’s inside on April 25th. On April 26 th the Waupun Historical Society will present Waupun Public Library: A History. On April 27th we’ll be showing a movie at 3:30 pm and 6 pm. |
| Other April programs | On April 20 th , Real Sportscards will be presenting a program on the history of their business at 6 pm. |
| Adult craft nights | On April 11 at 6pm, crafters created a painted wine bottle vase. On May 9 at 6pm, crafters will stencil or free-form paint a canvas bag. |
| WAPL Conference | The annual Wisconsin Association of Public Libraries Conference will be held in Oshkosh on April 27 and 28. Bret will be attending the full conference, with Wayne Fix attending on April 27. |
| Staff evaluations | Bret and Pam will start staff evaluations soon. Step increases based on performance will become effective the first full payroll period in July. |
| | |
| | |

Internet Acceptable Use Policy – Draft revision 2023

Waupun Public Library

The Library provides wired, Library-owned computers, as well as unsecured wireless Internet access for public use on their own devices. This policy applies to all use of Waupun Public Library's wired or wireless Internet service, whether privately-owned or Library-provided devices are operated. Due to circumstances beyond our control, the Library cannot guarantee that Internet service will be available at any time, nor guarantee Internet speed or the quality of the connection.

Providing access to information available on the Internet does not constitute endorsement of the content by the Library. The Waupun Public Library expressly disclaims any liability or responsibility arising from access to or use of information obtained through the Internet.

The Library will protect patron's rights to privacy and confidentiality, and keeps any communications that reside on its computer network confidential. However, communication may not be secure and networks are sometimes susceptible to outside intervention. The Library does not reveal information about an individual's use of computer resources unless compelled to do so by a court order.

Filters are not installed on any Library computers. However, the access or display of text, graphics, or sounds which may reasonably be construed as inappropriate, obscene¹ or disruptive to others in the Library is prohibited. Section 948.11 of the Wisconsin Statutes makes it a crime to expose children to pictures or images of nudity, sexually explicit conduct, or physical torture or brutality that appeal to prurient, shameful or morbid interests, are patently offensive to prevailing adult standards regarding materials suitable for children, or lack serious literary, artistic, political, scientific or educational value for children.

The parent or legal guardian is responsible to monitor their children's use of Library materials and resources, including the Internet, and must sign an Internet Use Permission Form for any child under the age of 18.

Patrons may reserve time on a Library-owned Internet computer by phone or in person up to one week in advance. Reservation of an Internet workstation by one person is limited to one hour per day. If no one else wishes to use the computer at the end of a reserved time slot, the patron may continue to use the computer at the discretion of Library staff. Walk-in time may be available in unscheduled time slots or when a scheduled user fails to keep an appointment. Reservations may be canceled if a person is 5 minutes late for reserved time.

No more than 2 persons may use an Internet computer at one time, unless a parent is accompanying 2 children. Special arrangements can be made for classes and groups.

Patrons will be charged for printing as posted. The person using the Library equipment is liable for any copyright or licensing infringement.

~~Library users with fines exceeding \$5.00 will not be allowed to use computers owned by the Waupun Public Library until such fines are \$5.00 or less. Payment arrangements may be made at the discretion of Library staff.~~

Violations may result in suspension or loss of privileges to use computer resources at the Library. Any illegal activity involving the use of the Library's computers, including the Internet, is strictly prohibited and will be subject to prosecution by the appropriate authorities. If a user feels that s/he has wrongfully lost her/his privileges, s/he may appeal the Library's decision to the Library Director and/or the Library Board and the decision will be investigated.

Adopted by the Library Board of Trustees on January 18, 2016

¹ To be obscene, (1) the average person, applying contemporary standards, must find that the work, taken as a whole, appeals to prurient interests; (2) the work must depict or describe, in a patently offensive way, sexual conduct as specified in the applicable statutes; and (3) the work, taken as a whole, must lack serious literary, artistic, political, or scientific value.