Thriving by the Rules: Crafting Policies for Your Library

General library policy quidelines

- ACRL's <u>Guidelines</u>, <u>Standards</u>, <u>and Frameworks</u>
- ALA's Guidelines for the Development and Implementation of Policies, Regulations and Procedures Affecting Access to Library Materials, Services, and Facilities
- ALA's <u>Intellectual Freedom webpage</u> (This is a one-stop shopping option for finding policies and guidance on many issues.)
- <u>Intellectual Freedom Manual</u> (Edited by Trina Magi and Martin Garnar, ALA editions, 9th edition, 2015.)
- Library Laws of Oregon
- OLA IFC's Intellectual Freedom Toolkit
- Brumley, R. (2007). *The academic library manager's forms, policies, and procedures handbook with CD-ROM*. Neal Schuman.
- Brumley, R. (2004). *The public library manager's forms, policies, and procedures handbook with CD-ROM.* Neal Schuman.

Collection development and maintenance

- Dartmouth College Library collection development policy
- <u>Diversity in Collection Development</u>: An Interpretation of the Library Bill of Rights
- Albitz, B., Avery, C., & Zabel, D. (2014). *Rethinking collection development and management*. Libraries Unlimited.
- Fieldhouse, M., & Marshall, A. (2012). *Collection development in the digital age*. London: Facet Publishing.
- Johnson, P. (2014). Fundamentals of collection development and management. Chicago: ALA Editions.



Request for reconsideration of materials (challenges)

 ALA's <u>Support for Dealing with Challenges</u> (Includes links to a sample request for reconsideration form, instructions on how to conduct a challenge hearing, and strategies and tips for dealing with challenges, including communicating with the media.)

Exhibits and displays

- City of Corvallis Library <u>Displays, Exhibits, and Bulletin Boards Policy</u>
- Exhibit Spaces and Bulletin Boards: An Interpretation of the Library Bill of Rights

Internet, other IT issues, and Privacy

- ALA's Guidelines for Developing a Library Privacy Policy
- ALA's resources on privacy and surveillance
- ALA's Filtering Resources
- ALA's Library Privacy Checklists
- ALA's New Library Privacy Guidelines
- ALA's <u>Privacy Toolkit</u>
- "Guidelines and Considerations for Developing a Public Library Internet Use Policy"
 (Despite its title, this page includes guidelines and links to sample policies for public, academic, and school libraries.)
- Multnomah County Library's Privacy and confidentiality of library records policy
- New York Public Library's <u>privacy policy</u>
- State Privacy Laws Regarding Library Records

Rules of conduct for library users

- Salem Public Library Rules of Conduct
- University of Washington Libraries Code of Conduct