

## Protecting Library Materials (January 22, 2024)

### Resolution Protecting Books and Other Library Materials from Misuse or Unauthorized Removal

The Library has a duty to protect and preserve its books and materials against misuse or unauthorized removal. Therefore, the Trustees deem it necessary and appropriate to adopt this Resolution.

If the Director has reason to suspect that books or other materials may have been intentionally misused or removed from the library without authorization, they shall make such investigation as they deem appropriate under the circumstances. If based on such investigation it appears that such misuse or unauthorized removal has been made, the Director shall report the matter to the Executive Committee of the Board if it appears that the misuse or removal is serious. If based on such report the Executive Committee determines that the Director's concerns are well founded, it may authorize and direct the Director to take one or more of the following actions to address the matter so as to protect the Library and its books and other materials:

1. Notify the appropriate public authorities and request such actions as appear feasible and appropriate.
2. Revoke such patron's library privileges.
3. Limit or prohibit such patron's access to the Library premises.

Such patron may by written request appeal any such action to the Executive Committee and present evidence and/or argument as to why any restrictions placed upon the patron should be modified or rescinded by the Executive Committee.

**Approved Springvale Public Library Association Executive Committee of the Board of Trustees**

**September 29, 2009; Revised January 22, 2024**