



To: Kaukauna Public Library Board of Trustees  
From: Library Director Ashley Thiem-Menning  
Date: 4/21/23  
Re: Policies

The agenda has a lot of policy updates and new policy. I have been focusing on going through existing policies to update where needed and to create necessary policies that we do not currently have.

We are updating the Collection Development Policy as we found areas where the language was too ambiguous. I attended a workshop on intellectual freedom, presented by the founder of the Library Freedom Project, and as a result, have one sentence to add to the Reconsideration of Title Policy. I also used some of that training in the Collection Development Policy as well. There is a minor update to the Gifts and Donations policy.

We have created five new policies in this packet. Several webinars that Communications Coordinator Schink has participated in recommended having a Social Media Policy. Privacy and cybersecurity have been a big topic at OWLS lately, which is the reason behind having a Privacy Policy. The number of requests and tasks requested of library staff is why we are asking for a 1:1 Policy. While we have procedures in place for banning and a past board motion to allow the Director to ban at their discretion, we do not have a policy in place, beyond a standard appeal procedure, and should. Lastly, the Programming Policy was also recommended in the workshop as well.

