

Agenda  
*Grand County Public Library*  
Board of Directors  
Tuesday, March 13, 2018  
5:30 pm  
Held in the Library's Large Meeting Room

**Public Notice is Hereby Given** that there will be a meeting of the *Grand County Public Library* Board of Directors on Tuesday, March 13th, 2018 at 5:30 pm in the Library's Large Meeting Room at the Grand County Public Library, 257 E Center, Moab, Utah 84532.

- I. Call to Order
- II. Approval of the Minutes (February 1, 2018) (Action Item - Mailed)
- III. Review of Bills (February 2018) (Action Item - Handout)
- IV. Citizens to be Heard
- V. Director's Report (Handout)
- VI. Old Business
  - A. Review and Consideration of Reapproval of Grand County Public Library Policy and Protocol Regarding Privacy of Library Records & Seizure of Library Collections (Action Item – Mailed – no changes recommended by library staff)
  - B. Review and Consideration of Approval of a Revised Grand County Public Library Social Networking Policy (Action Item – Mailed)
  - C. Discussion of Grand County Public Library Collection Development Policy
  - D. Update on Grand County Public Library 2018-2020 Strategic Plan Progress
- VII. Consent Agenda
- VIII. New Business
- IX. Board Member Reports
- X. Future Agenda Items
  - A. Next meeting: Collection Development Policy, Computer Use Policy, Interlibrary Loan Policy

B. Next meeting date discussion

XI. Closed Session (if needed)

XII. Adjournment

**Please Note: The next Library Board meeting is scheduled for Thursday, May 10, 2018 at 5:30pm.**

At Grand County Public Library Board meetings the public may be heard on any agenda subject. The number of persons heard and the time allowed each may be limited at the sole discretion of the Chair.

Requests for inclusion on an agenda must be received by 5:00 p.m. the Thursday prior to a regular Library Board Meeting and 48 hours prior to any Special Meeting. Request forms are available at the library's circulation desk and completed forms should be returned to the Library Director.

Those with special needs requests wishing to attend Library Board meetings are encouraged to contact the Library two (2) days in advance of these events. Specific accommodations necessary to allow participation of disabled persons will be provided to the maximum extent possible. Requests, or any questions or comments can be communicated to: (435) 259-1111.

PENDING  
Grand County Public Library  
Minutes for the Regular Board of Directors Meeting  
February 1, 2018 5:30 pm  
Board Room, Grand County Public Library

In attendance for the February 1, 2018 Grand County Public Library Board meeting held in the Board Room at the Grand County Public Library, were as follows: Kathleen McHugh, Frank Stewart, Dan McNeil, Jenna Woodbury, Jeremy Lynch, Alanna Simmons-Cameron, Evan Clapper, and Jessica Anderson. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Head of Adult Services (minutes).

Kathy McHugh called the meeting to order at 5:32 p.m.

Approval of the minutes for the December 14, 2017 meeting was discussed. Dan made a motion to approve the minutes as presented. Jenna seconded the motion and it passed unanimously.

The library bills were passed around for review.

There were no Citizens to be Heard.

Carrie delivered a Director's Report to the Board. She reviewed year end usage statistics as they compare to trends seen over the last ten years. She noted that the library's statistics show a general increase in usage and specifically pointed out the increases in digital downloads and meeting room use. Frank asked if the library's catalog includes records of available digital downloads. Carrie replied that OverDrive records are currently integrated in the catalog and the Utah State Library has been working toward offering a more seamless digital download process for the libraries that utilize Utah's Online Library. Discussion followed.

Carrie continued the Director's Report with a discussion of the library's budget. She reviewed a budget worksheet that was handed out at the meeting. The worksheet showed actual revenue and expense numbers for the years 2011 through 2016. Carrie informed the Board that 2011 was the last time the library had a tax rate adjustment and noted that the library has contributed money to the fund balance each year between 2011 and 2016. The actual budget numbers for 2017 are not yet finalized. The worksheet showed 2017's current, expected, and budgeted numbers. Once Carrie has final numbers from the Grand County Treasurer and Clerk she will be able to provide the Board with those numbers. Carrie informed the Board that she expects the library will need to pull approximately \$19,000 out of the fund balance to balance the library's 2017 budget rather than the \$127,321 amount that was originally budgeted to be pulled from the fund balance.

Carrie moved on to review a fund balance worksheet that was passed out at the meeting. The worksheet showed a history of contributions to the fund balance back to 2011. Evan asked how much money can be in the fund balance. Carrie replied that the fund balance cannot be greater than one year's revenues. The library's current fund balance is \$560,839 – this is the total amount prior to the expected withdrawal that will be necessary to balance the 2017 library budget. Discussion followed. Jenna and Kathy noted that the Board could benefit from a session with the Grand County Treasurer.

Carrie provided the Board with some details regarding the 2018 library budget that was approved by the Grand County Council. After budget discussions with the Library Board in September 2017, Carrie removed a \$10,000 Grant Match line item and decreased the Utility line item to

accommodate the Council's interest in seeing budget cuts for 2018. During a budget discussion Carrie later had with the County Council, the Council recommended that the Utility line item be increased and the \$10,000 Grant Match be added back into the library budget; however, this recommended adjustment was not included in the final 2018 budget that the Grand County Council approved. Carrie has discussed the discrepancies with the County Clerk who recommended that the funds be spent if needed and appropriate adjustments to the library's Utilities and Grant Match line items will be made when the 2018 budget is re-opened.

In 2018 the library will also use funds from its capital projects account to fix the building's leaky roof. Frank asked if the library utilizes solar power and Carrie replied that there is a solar array on the roof. An expansion of the solar array will be looked into this year in conjunction with roof repairs and/or replacement.

Dan pointed out a discrepancy between increases in the library's revenues and expenditures in recent years. Increases in revenue have been very small in comparison to recent expenditure increases. Evan noted that significant increases in health care costs are a nation-wide trend. A discussion about frozen versus annually adjusted tax rates followed. The Board asked to see a comparison of approved library budgets to actual revenue and expenditure numbers from 2011 onward. Evan asked if any other Utah libraries have a frozen tax rate and Carrie replied that she knows of at least one county library that does. Carrie reminded the Board that they can make budget recommendations to the Grand County Council, but the Council has final authority over the library budget. Jeremy stated that it will be good practice for the Board to think about balance when it comes to the library's annual budget and its fund balance. He noted that the goal is to translate money and staff time into library services for Grand County. More discussion followed. Carrie concluded the Director's Report and told the Board that details on upcoming events are available on the library's website and in the monthly e-newsletter.

The Board moved on to Old Business. The first item on the agenda under Old Business was review and consideration of re-approval of the Grand County Public Library Board Bylaws. Dan made a motion to approve the Bylaws as written. Jeremy seconded the motion and it passed unanimously.

The second item on the agenda under Old Business was review and consideration of re-approval of the Grand County Public Library Board Policy for Board Meeting Minutes. Dan made a motion to approve the policy as written. Jeremy seconded the motion and it passed unanimously.

The third item on the agenda under Old Business was review and consideration of a revised Grand County Public Library Circulation Policy. Carrie explained that the recommended changes were made to reflect the recent elimination of fees for late returns. Discussion followed. Dan made a motion to approve the revised Circulation Policy as presented. Jenna seconded the motion and it passed unanimously.

The fourth item on the agenda under Old Business was review of the Grand County Public Library Mission, Roles, and the 2018-2020 Strategic Plan. Carrie noted that the Board approved the new plan in October 2017 and the library staff has begun working on projects outlined in the plan. Discussion followed.

The Board moved on to the Consent Agenda. Carrie explained that each year the library receives a Community Library Enhancement Fund (CLEF) grant through the Utah State Library. The funds must be used for collection development, library programming, or technology that can be accessed by the public. Historically, GCPL has used CLEF grant funds to keep the library's public access technology up to date. This year's CLEF grant amount to GCPL is \$7700. The

Memorandum of Agreement (MOA) from the state library requires the signature of the Library Board Chair. The Consent Agenda serves as a safeguard to make sure that the Chair has the authority to represent the Board with her signature on the MOA. Frank made a motion to ratify the signature of the Board Chair on the CLEF grant MOA. Evan seconded the motion and it passed unanimously.

The Board moved on to New Business. The first item on the agenda under New Business was Election of Board Officers. Kathy stated that she has enjoyed her time as the Library Board Chair and would like to step aside to give another Board member the opportunity to serve as Chair. Jenna made a motion to nominate Jeremy Lynch for the position of Library Board Chair. Dan seconded the motion and it passed unanimously. Jeremy's election to the Chair position left the Vice-Chair position vacant. Dan made a motion to nominate Jenna Woodbury for the Vice-Chair position. Evan seconded the motion and it passed unanimously. Carrie noted that the Board could choose to re-appoint library staff member Meghan Flynn to serve as secretary to the board. Evan made a motion to appoint Meghan as Board Secretary. Frank seconded the motion and it passed unanimously.

The second item on the agenda under New Business was Review Existing Library Board Committees and Determine Committee Assignments for 2018. Carrie reviewed the committees and their roles. Discussion followed. The Board decided that Kathy and Dan will be on the Finance Committee; Jeremy and Kathy will be on the Policy Committee; Dan and Frank will be on the Technology Committee; Alanna and Frank will be on the Art Committee; and Jenna will serve as the Friends of the Library Liaison. The Board also decided to continue working as a whole on Strategic Plan tasks.

There were no Board Member Reports.

The Board moved on to Discussion of Future Agenda Items. The Board discussed some approaches to committee meetings.

A closed session was not needed. Jeremy adjourned the meeting at 7:03 p.m.

**POLICY & PROTOCOL  
REGARDING PRIVACY OF LIBRARY RECORDS &  
SEIZURE OF LIBRARY COLLECTIONS**

It is the policy of the Board of Directors of the Grand County Public Library to uphold the privacy of patron borrowing records and the confidentiality of patron inquiries, and to provide a free and open forum for the exchange of information. This library will, however, comply with requests made by duly identified law enforcement agents for information about library patron records and transactions and about library collections. This information will be released only upon presentation of judicially authorized documentation, and only when requests are made through the proper chain of command and custody, as outlined below.

Protocol

1. Any request for information must be made by a law enforcement agent, identified with a badge and photo identification.
2. A written request must be presented in the form of a judicially authorized subpoena, which outlines what information is sought and *to which court* the information is to be delivered, or a warrant which enables agents to have access to whatever records are identified in the judicially authorized warrant.
3. Any staff member presented with a subpoena or warrant must immediately refer the inquiry to the Director. If the Director is unavailable, inquiries will be directed to the Council Administrator. In all cases, inquiries will be referred to the County Attorney. In the case of a subpoena, immediate action to release information is not required and agents will await verification through the chain of command and custody. In the case of a warrant, the chain of command and custody shall be followed to the extent possible; however, with proper documentation, agents will be able to search the premises for materials identified by the warrant or subpoena.
4. Any records, documents, printouts, or materials accessed or taken from the premises must be receipted by the agent(s).
5. Library staff and County administrative staff may be prohibited from divulging any information, including the occurrence of a search, to other staff outside the chain of command and custody, individual patrons, Board members, the public, or the press. Violations of this mandate may be punishable by federal law. Gag orders must be judicially authorized and specified in writing by the law enforcement agent presenting the subpoena or warrant.

*Approved by the Grand County Public Library Board of Directors on April 10, 2003 and re-approved on May 14, 2008, June 16, 2010, May 17, 2012, September 12, 2013, October 23, 2014, and October 22, 2015.*

## Grand County Public Library Social Networking Policy

In keeping with the Grand County Public Library's mission to be "a freely accessible resource that connects people, information, and ideas to inspire, empower, and enrich all members of the community~~a community center which provides access to information, materials and services to stimulate imaginations and encourage lifetimes of learning,~~" the Library participates in various "~~social software~~" social media applications whereby library staff and community members can interact through virtual (internet) communication.

Social ~~mediasoftware~~ is defined as any website or application which allows users to create and share content or participate in social networking~~share information~~. Social ~~mediasoftware~~ can include, but is not limited to, e-mail, ~~blogging~~, instant messaging, social network~~ing sites~~, and wikis. Many social network~~ing sites~~ allow users ~~of those sites~~ to become a "friend", "fan" or otherwise associate their own "profiles" or virtual presences with the Library's profile ~~on these sites~~. Examples of such ~~networkssites~~ are Twitter, Facebook, ~~Instagram~~Myspace, YouTube, and various blogging sites like Blogger and Wordpress. As with more traditional resources, the Library does not act in place of or in the absence of a parent and is not responsible for enforcing any restrictions which a parent or guardian may place on a minor's use of this resource.

The Library does not collect, maintain or otherwise use the personal information stored on any third party site in any way other than to communicate with users on that site, unless granted permission by users for Library contact outside the site. The purpose for contact outside the site may include program promotion, volunteer opportunities, reference help, or other similar activities. Users may remove themselves at any time from the Library's "friends" or "fan" lists, or request that the Library remove them. Users should be aware that third party websites and applications have their own privacy policies and should proceed accordingly.

Comments, posts, and messages, when applicable, are welcome on Grand County Public Library social networking sites. While the Library recognizes and respects differences in opinion, all such interactions will be regularly monitored and reviewed for content and relevancy (before publishing when possible). All postings which contain any of the following will be removed and the poster barred from posting any subsequent messages to library social networking sites:

- Obscene or racist content
- Personal attacks, insults, or threatening language
- Potentially libelous statements
- Plagiarized or copy-written material
- Private, personal information published without consent
- Comments totally unrelated to the content of the forum
- Hyperlinks to material that is not directly related to the discussion
- Commercial promotions or spam
- Organized political activity
- Photos or other images that fall in any of the above categories

In addition, the Grand County Public Library reserves the right to edit or modify any postings or comments for space or content, while retaining the intent of the original post. The Library shall also be granted the right to reproduce comments, posts, and messages in other public venues. Identifying information, other than first name, will be removed unless prior approval is granted by the user.

The Grand County Public Library assumes no liability regarding any event or interaction that occurs in any Library-sponsored social networking service by any participant, and does not endorse or review content outside the "pages" created by Grand County Public Library staff. Participation in Grand County Public Library social networking services implies agreement with all Library policies, including its *Social Networking Policy* and *Computer Use Policy*, and the Terms of Service of each individual third-party service. If a user does not agree to these terms, they are not to use the services provided.

The role and utility of social networking sites will be evaluated periodically by library staff, and may be terminated at any time without notice to subscribers.

Approved by the Grand County Public Library Board of Directors, May 12, 2010 and reapproved on October 12, 2011, April 11, 2013, April 17, 2014, and March 12, 2015.

# Grand County Public Library Collection Development Policy

## I. INTRODUCTION

The Grand County Library Board establishes the following “Collection Development Policy” in order to best serve the residents of Grand County. Within the restrictions of budget, the Library will provide free materials and services for education, information, research and recreation.

## II. COMMUNITY

The Grand County Public Library is supported by, and recognizes as its primary clientele, the residents of Grand County. In order to effectively meet the needs and interests of its patrons, the Library cooperates with the school media centers of Grand County and the Utah State Library.

## III. RESPONSIBILITY FOR SELECTION

The final authority for the determination of policy to guide the selection and acquisition of library materials is vested in the Library Board. The Grand County Public Library operates under Utah Code Annotated Title 9-7-501 to 9-7-511.

## IV. CRITERIA FOR SELECTION

A. The Grand County Library subscribes to the “Library Bill of Rights” and the “Freedom to Read Statement” which state the following basic policies governing services of libraries:

1. “Books and other materials selected should be chosen for values of interest, information and enlightenment of all people of the community. In no case should library materials be excluded because of race or nationality, or the social, political or religious views of the authors.”
2. “Libraries should provide books and other materials presenting all points of view concerning the problems and issues of our times. No library materials should be proscribed or removed from libraries because of partisan or doctrinal disapproval.”
3. “It is the responsibility of publishers and librarians as guardians of the people’s freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large.”

See addendum A and B for the complete text of the “Library Bill of Rights” and the “Freedom to Read Statement”.

B. Minors: In as much as the responsibility for the reading of minors rests with their parents or legal guardians, selection will not be inhibited by the

possibility that minors may inadvertently come into possession of materials considered by their caretakers to be inappropriate.

- C. Selection Criterion: Specific selection criteria include the following:
  - 1. Importance of the subject matter to the collection. Does it contribute to the balance and variety of the collection as a whole?
  - 2. Timeliness or permanence of work.
  - 3. Cost and shelving limitations.
  - 4. Availability of materials elsewhere in the area.
  - 5. Acceptable reviews in recognized review media.
- D. Aid in Selection:
  - 1. Recognized reviewing media.
  - 2. Publishers' catalogs.
  - 3. Regular inspection and evaluation of new materials.
  - 4. Suggestions from patrons.
  - 5. State Library personnel.
- E. The Library does not seek to buy or duplicate:
  - 1. Research or special collections which are readily available to the public; for example, law collections (available at the Utah Supreme Court Library), genealogy reference materials (available at the Utah Genealogical Society Library), or government documents (available at issuing agency or online).
  - 2. Textbook needs of students in the local school.
  - 3. Professional materials written only for specialists.
  - 4. Highly specialized reference materials.

## V. POLICIES BY FORMAT OF MATERIALS

- A. Books/ eBooks
  - 1. Fiction: The Library attempts to include notable, classic and popular novels and short stories. The reputations of authors, series and publishers are considered. The value and impact of material that contains controversial passages is examined as a whole because the significance of an entire work often transcends isolated words, phrases or incidents. Selection is based primarily on the reading interests of the community.
  - 2. Non-Fiction: The Library aims to have an authoritative, up-to-date, circulated non-fiction collection for the general reader in the various fields of knowledge. Within each subject area, priority is given to those books which will serve most readers.
  - 3. Children's Books: Children's books are selected to meet the informational and recreational needs of young people. Special consideration is given to originality, imagination, graphic design, and suitability of vocabulary, context, and format to the age of the reader.
  - 4. Reference: Materials purchased will be broad in subject coverage. Each work should be able to answer as many reference questions as possible.

- B. Audio Books/ eAudio Books: The Library will purchase notable, classic and popular audio books. Selection will be based on the interests of the community. Authoritative and up-to-date audio books in non-fiction will also be purchased. As with non-fiction books, priority will be given to those titles that will serve most readers.
- C. Videos/DVDs: The emphasis of the Library's video collection is on instructional, educational, and informational topics not commonly available for the general public. Videos may also represent important historical, multicultural, and/or artistic aspects of film making including classic Hollywood films, award-winning films, foreign language films, animated films, and films by independent and local film makers.
- D. Other: The Library will subscribe to at least one local and two metropolitan newspapers. The Library will subscribe to periodicals that serve a broad range of interests. The purchase of paperback books will be limited to special collections or titles not available in hardcover. Pamphlets and maps will be collected and filed as patron need arises.

## VI. GIFTS

Gifts are welcomed. Upon receipt, all such material becomes the property of the Library. Gifts not added to the collection are treated the same as other materials withdrawn from the Library collection.

## VII. MAINTENANCE OF THE COLLECTION

- A. As materials become worn, dated, damaged or lost, replacement will be determined by the appropriate staff member who will determine whether or not:
  - 1. The item is repairable.
  - 2. The item is still available and can be replaced.
  - 3. Another item or format might better serve the same purpose.
  - 4. There remains sufficient need to replace that item.
  - 5. Updated, newer or revised materials better replace a given item.
  - 6. The item has historical value.
  - 7. Another networking agency could better provide the same or comparable item.
- B. Materials withdrawn from the Library collection will be disposed of by public sale, disposal, trade, or donation as appropriate.
- C. Binding: Children's books are purchased with library binding whenever available. Other books vary according to anticipated use.
- D. Computer catalog: The records on the computer catalog will be updated continually.
- E. Retention: Periodical retention periods will be based on anticipated use and available shelf space.

- F. Duplicate materials: Duplicate materials will not be purchased unless in very high demand.

#### VIII. PATRON COMPLAINTS AND CHALLENGED MATERIALS

Patrons wishing to submit “A citizen’s request for Reconsideration of Library Materials” may get the form from library staff. After completion it is then returned to the Library Director or an assigned designee who will take it to the Library Board. The Board will review the complaint at the next regularly scheduled meeting. The Board President, or representative, will notify the patron of the findings and action of the Board. Upon request, a patron requesting reconsideration of library materials will be given an opportunity to meet with the Library Board.

#### IX. COLLECTION DEVELOPMENT POLICY REVIEW

The collection development policy shall be reviewed periodically by the Library Board and the Library Director.

Revised by the Grand County Public Library Board of Directors on November 11, 2007, February 18, 2009, April 21, 2010, August 24, 2011, February 14, 2013, February 13, 2014, January 8, 2015, and February 11, 2016.

## Addendum A: The Freedom to Read Statement

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We

believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

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This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

*A Joint Statement by:*

American Library Association  
Association of American Publishers

*Subsequently endorsed by:*

American Booksellers Foundation for Free Expression  
The Association of American University Presses, Inc.  
The Children's Book Council  
Freedom to Read Foundation  
National Association of College Stores  
National Coalition Against Censorship  
National Council of Teachers of English  
The Thomas Jefferson Center for the Protection of Free Expression

## Addendum B: The Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 18, 1948, by the ALA Council; amended February 2, 1961; amended June 28, 1967; amended January 23, 1980; inclusion of "age" reaffirmed January 24, 1996.

GRAND COUNTY  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING MARCH 31, 2018

LIBRARY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
72-3110-000-000 LIBRARY GENERAL PROPERTY TAXES	.00	.00	662,000.00	662,000.00	.0
72-3113-000-000 FEE IN LIEU TAXES	.00	.00	35,000.00	35,000.00	.0
72-3120-000-000 REDEMPTION PRIOR YEARS	.00	.00	20,000.00	20,000.00	.0
72-3190-000-000 TAX PENALTIES & INTEREST	.00	.00	1,000.00	1,000.00	.0
TOTAL TAXES	.00	.00	718,000.00	718,000.00	.0
<u>INTERGOVERNMENTAL</u>					
72-3340-000-000 CLEF GRANT	7,700.00	7,700.00	7,600.00	( 100.00)	101.3
72-3350-000-000 SAN JUAN COUNTY ILA	6,000.00	6,000.00	6,000.00	.00	100.0
TOTAL INTERGOVERNMENTAL	13,700.00	13,700.00	13,600.00	( 100.00)	100.7
<u>MISCELLANEOUS</u>					
72-3610-000-000 INTEREST.	.00	.00	200.00	200.00	.0
72-3650-000-000 LIBRARY FINES & FEES	1,627.69	1,627.69	10,000.00	8,372.31	16.3
TOTAL MISCELLANEOUS	1,627.69	1,627.69	10,200.00	8,572.31	16.0
<u>CONTRIBUTIONS</u>					
72-3890-000-000 CONTRIBUTION - LIBRARY FUND SU	.00	.00	117,112.00	117,112.00	.0
72-3891-000-000 DONATIONS	842.43	842.43	4,000.00	3,157.57	21.1
TOTAL CONTRIBUTIONS	842.43	842.43	121,112.00	120,269.57	.7
TOTAL FUND REVENUE	16,170.12	16,170.12	862,912.00	846,741.88	1.9

GRAND COUNTY  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 3 MONTHS ENDING MARCH 31, 2018

LIBRARY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENSES</u>					
72-4272-110-000 SALARIES	48,358.85	48,358.85	473,551.00	425,192.15	10.2
72-4272-130-000 EMPLOYEE BENEFITS	16,242.39	16,242.39	224,681.00	208,438.61	7.2
72-4272-210-000 PERIODICALS	1,433.70	1,433.70	3,400.00	1,966.30	42.2
72-4272-220-000 PUBLIC NOTICES	.00	.00	200.00	200.00	.0
72-4272-230-000 TRAVEL	.00	.00	3,000.00	3,000.00	.0
72-4272-240-000 OFFICE SUPPLIES & EXPENSE	2,414.49	2,414.49	13,000.00	10,585.51	18.6
72-4272-250-000 EQUIPMENT MAINTENANCE	156.00	156.00	1,000.00	844.00	15.6
72-4272-260-000 BUILDING & GROUNDS MAINTENANCE	855.12	855.12	14,000.00	13,144.88	6.1
72-4272-270-000 UTILITIES	3,565.87	3,565.87	34,000.00	30,434.13	10.5
72-4272-290-000 FUEL	.00	.00	100.00	100.00	.0
72-4272-310-000 PROFESSIONAL & TECHNICAL SERVI	1,200.00	1,200.00	7,600.00	6,400.00	15.8
72-4272-320-000 JUVENILE COLLECTION DEVT.	1,348.40	1,348.40	10,000.00	8,651.60	13.5
72-4272-330-000 ADULT PROGRAMS	1,252.43	1,252.43	3,000.00	1,747.57	41.8
72-4272-340-000 JUVENILE AV	392.92	392.92	4,000.00	3,607.08	9.8
72-4272-360-000 CELL PHONE ALLOWANCE	135.00	135.00	1,080.00	945.00	12.5
72-4272-400-000 BOOKS	2,874.20	2,874.20	25,000.00	22,125.80	11.5
72-4272-410-000 DONATION EXPENDITURES	.00	.00	200.00	200.00	.0
72-4272-420-000 AUDIO/VIDEO	806.41	806.41	10,500.00	9,693.59	7.7
72-4272-430-000 ART FUND	.00	.00	1,000.00	1,000.00	.0
72-4272-510-000 MEMBERSHIPS	6,473.39	6,473.39	2,000.00	( 4,473.39)	323.7
72-4272-520-000 INSURANCE	.00	.00	5,000.00	5,000.00	.0
72-4272-620-000 TECHNICAL SERVICES	.00	.00	11,000.00	11,000.00	.0
72-4272-780-000 CLEF GRANT EXPENSE	.00	.00	7,600.00	7,600.00	.0
72-4272-800-000 INVENTORY	.00	.00	1,000.00	1,000.00	.0
72-4272-860-000 SCHOOLING	.00	.00	3,000.00	3,000.00	.0
72-4272-930-000 CHILDREN'S PROGRAMS	368.30	368.30	4,000.00	3,631.70	9.2
<b>TOTAL LIBRARY EXPENSES</b>	<b>87,877.47</b>	<b>87,877.47</b>	<b>862,912.00</b>	<b>775,034.53</b>	<b>10.2</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>87,877.47</b>	<b>87,877.47</b>	<b>862,912.00</b>	<b>775,034.53</b>	<b>10.2</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 71,707.35)</b>	<b>( 71,707.35)</b>	<b>.00</b>	<b>71,707.35</b>	<b>.0</b>

<b>GENERAL STATISTICS (including Castle Valley)</b>								
Month	Walk-ins	Check-outs	Computer Use	Phone Calls	Ref Qs	ILLs	Holds	Meeting Room Use
January	11,666	14,419	7,274	369	1,052	34	769	111
February	10,725	12,141	6,780	311	993	37	608	113
March								
April								
May								
June								
1st Half	22,391	26,560	14,054	680	2,045	71	1,377	224
July								
August								
September								
October								
November								
December								
2nd Half	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>22,391</b>	<b>26,560</b>	<b>14,054</b>	<b>680</b>	<b>2,045</b>	<b>71</b>	<b>1,377</b>	<b>224</b>

<b>CASTLE VALLEY</b>			
Walk-ins	Phone Calls	Ref Qs	Check-outs
327	23	22	1,005
293	21	15	841
0	0	0	0
<b>620</b>	<b>44</b>	<b>37</b>	<b>1,846</b>

<b>PROGRAMS (Including Castle Valley)</b>								
Month	Children's Programs	# Attends	YA Programs	# Attends	Adult Programs	# Attends	Total Programs	Total # Attends
January	23	387	0	0	20	380	43	767
February	19	245	0	0	15	258	34	503
March								
April								
May								
June								
1st Half	42	632	0	0	35	638	77	1,270
July								
August								
September								
October								
November								
December								
2nd Half	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>42</b>	<b>632</b>	<b>0</b>	<b>0</b>	<b>35</b>	<b>638</b>	<b>77</b>	<b>1,270</b>

<b>LIBRARY CARDS</b>			
Total Cards	Adult	Child	Non-resident
63	48	15	1
73	58	15	1
0	0	0	0
<b>136</b>	<b>106</b>	<b>30</b>	<b>2</b>



## 2018 Acquisitions by Month

Call Number	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
Adult Fiction	70	129											199	19.4%
Adult Non-Fiction	82	102											184	18.0%
Board Books	3	0											3	0.3%
Biographies	11	8											19	1.9%
Audio Books - CD	26	6											32	3.1%
E-Books / E-Audio	3	3											6	0.6%
Fiction DVD	47	26											73	7.1%
Juv. Biographies	1	0											1	0.1%
Juv. Chapter Books	10	4											14	1.4%
Juv. Audio Books - CD	0	1											1	0.1%
Juvenile DVD	13	12											25	2.4%
Juv. Music CD	0	0											0	0.0%
Juvenile Playaway	4	1											5	0.5%
Juvenile Books	34	24											58	5.7%
Large Print	5	2											7	0.7%
Leveled Reader	6	72											78	7.6%
Magazine	94	90											184	18.0%
Music CD	16	13											29	2.8%
Mass Market Paperback	0	2											2	0.2%
MP3 Format CD	0	0											0	0.0%
Non-Fiction DVD	9	12											21	2.0%
Over-Sized Books	0	1											1	0.1%
Parenting	1	1											2	0.2%
Picture Books	19	24											43	4.2%
Playaways	5	0											5	0.5%
Playaway Video	0	0											0	0.0%
Reference	0	2											2	0.2%
Instructional Set	1	1											2	0.2%
Spanish	0	0											0	0.0%
Young Adult	7	17											24	2.3%
YA Audio Books - CD	0	2											2	0.2%
YA Playaway	0	3											3	0.3%
<b>Totals</b>	<b>467</b>	<b>558</b>	<b>0</b>	<b>1025</b>	<b>Total</b>									