

Agenda
Grand County Public Library
Board of Directors
Wednesday, May 30, 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 Wednesday, May 30th, 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 (March 13, 2018) (Action Item - Mailed)
- III. Review of Bills (March, April, May 2018) (Action Item - Handout)
- IV. Citizens to be Heard
- V. Director's Report (Handout)
- VI. Old Business
 - A. Review and Consideration of Approval of a Revised Grand County Public Library Collection Development Policy (Action Item – Mailed)
 - B. Review and Consideration of Approval of a Revised Grand County Public Library Computer Use Policy (Action Item – Mailed)
 - C. Review and Consideration of Approval of a Revised Grand County Public Library Interlibrary Loan Policy (Action Item – Mailed)
- VII. Consent Agenda
- VIII. New Business
- IX. Board Member Reports
- X. Future Agenda Items
 - A. Next meeting: Art Acquisition Policy, Art Exhibit Policy, Bulletin Board and Display Policy
 - B. Next meeting date discussion

XI. Closed Session (if needed)

XII. Adjournment

Please Note: The next Library Board meeting is scheduled for Thursday, July 12, 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
March 13, 2018 5:30 pm
Board Room, Grand County Public Library

In attendance for the March 13, 2018 Grand County Public Library Board meeting held in the Board Room at the Grand County Public Library, were as follows: Jeremy Lynch, Frank Stewart, Dan McNeil, and Jenna Woodbury. Also present were Carrie Valdes, Library Director; and Meghan Flynn, Head of Adult Services (minutes). Alanna Simmons-Cameron, Kathy McHugh, Evan Clapper, and Jessica Anderson were absent.

Jeremy Lynch called the meeting to order at 5:32 p.m.

Approval of the minutes for the February 1, 2018 meeting was discussed. Frank made a motion to approve the minutes as presented. Dan 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 upcoming library events and informed the Board that three library staff will be attending the bi-annual Public Library Association conference next month. She noted that PLA conferences are excellent learning opportunities as they focus specifically on public libraries and draw speakers and attendees from across the nation. Discussion followed.

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 Policy and Protocol Regarding Privacy of Library Records and Seizure of Library Collections. Carrie noted that library staff have not had past cause to implement the protocol detailed in the policy. Jenna asked if a subpoena could be used to access the library's patron computer histories. Carrie replied that the library's patron computers have mirrored hard drives to prevent computers from retaining any data between reboots. She added that the library's computer management software does not retain each day's record of users that logged in to patron computers. Discussion about the library's security cameras followed. Dan asked if the security camera footage is erased after a set amount of time. Carrie replied that the system was originally set up to retain 5 days' worth of recordings on a hard drive that is kept in the library. Dan asked about the purpose of the security cameras. Carrie replied that library staff has referenced the security footage 3 separate times to address issues related to a child's missing backpack, vandalism in the library's courtyard, and a trip and fall incident in the lobby. Frank made a motion to approve the Policy and Protocol Regarding Privacy of Library Records and Seizure of Library Collections as presented. Dan seconded the motion and it passed unanimously.

The second item on the agenda under Old Business was review and consideration of a revised Grand County Public Library Social Networking Policy. Dan suggested an edit to the last sentence of the fourth paragraph of the policy so that it will read, "All postings which contain any of the following will be removed and the poster may be barred from posting any subsequent

messages to library social networking sites.” He explained that the inclusion of “may be” prior to “barred” gives the library some flexibility in the decision to ban or not ban someone from posting on the library’s social sites. Discussion followed. Jenna made a motion to approve the revised Social Networking Policy as presented including the addition of the words “may be” to the last sentence of the fourth paragraph. Frank seconded the motion and it passed unanimously.

The third item on the agenda under Old Business was discussion of the Grand County Public Library Collection Development Policy. Jeremy informed the Board that the policy committee is interested in hearing fellow board members’ recommendations or thoughts on updating the policy. Jenna asked which staff members select library materials. Carrie replied that multiple staff members are involved in collection development and maintenance activities, but she grants final approval. Discussion followed. Jenna asked if items are ordered just because people request them, because the library wants sections to look a certain way, or because the library is looking to strengthen the representation of particular topics. Carrie replied that collection decisions are informed by all of those approaches. She added that library space is limited so collections must be managed within the space available and added that display space on library shelves helps increase circulation. Discussion followed.

Dan informed the Board that he had reviewed some collection development policies from other public libraries. He recommended some language that could improve GCPL’s policy based on those policies. Carrie suggested posting the current GCPL collection development policy online as an editable Google Doc so that Board members can easily access it to make suggested edits and add comments. A revised policy can then be drafted for the next meeting based on Board members’ edits and comments. Discussion followed. Dan also noted that he would like to see some mention of culling library materials in the revised policy. Given space limitations, items regularly need to be weeded to make room for new materials. More discussion followed.

The fourth item on the agenda under Old Business was update on Grand County Public Library 2018-2020 Strategic Plan progress. Carrie reminded the Board that a link to a Strategic Plan Project Tracking document has been shared with all members. The document allows all Board members the ability to view ongoing progress. Carrie also noted that the plan’s three major themes – partnerships, outreach, and eliminating access barriers – continue to guide current library services.

Carrie informed the Board of an error on the budget information that was provided in the meeting’s agenda packet. There was a coding mix-up between the Memberships and Insurance line items. Memberships should show approximately \$1400 expended and Insurance should show \$5000 expended. The Memberships line item is not actually overspent by 300% as shown in the agenda’s budget sheet. The Grand County Clerk is aware of the error and it will be fixed.

There was no Consent Agenda.

There was no New Business.

The Board moved on to Board Member Reports. Jenna reminded everyone of the upcoming Friends of the Library Book Sale in May. She is looking for volunteers to help with the set up and break down of the sale. Jenna also discussed a library event idea that will involve a bike tour to little free libraries around Moab.

Jeremy asked if there are any updates on a potential collaboration between Wabi Sabi and the library regarding the reinstatement of access to the Foundation Center. He noted that he hasn't heard of any developments on the subject from other local agencies including Utah State University's Small Business Development Center and Grand County. Carrie replied that the library has not yet heard back from Wabi Sabi on a potential Foundation Center collaboration. Jeremy suggested that he could reach out to Wabi Sabi to follow up. Carrie noted that Wabi Sabi has expressed an interest in providing grant resources to non-profits in the community. Discussion followed.

The Board moved on to Discussion of Future Agenda Items. They discussed using an online poll to determine a next meeting date that will work well for most members.

A closed session was not needed. Jeremy adjourned the meeting at 6:34 p.m.

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: The library does not stand in loco parentis. Parents and guardians, not the library, have the responsibility to guide and direct the reading.

~~listening, viewing, and internet browsing choices of their minor children. 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. The extent to which the item supplements, expands on, or supports the existing collection, rather than duplicates it. Does it contribute to the depth and diversity of the collection as a whole? 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 enduring relevance ~~permanence~~ of work.
 - ~~3.~~ Cost relative to the value an item contributes to the collection and shelving limitations.
 - ~~3-4.~~ Reputation and qualifications of the author, publisher, or producer with preference generally given to titles vetted in the editing and publishing industry.
 - ~~4-5.~~ Availability of materials elsewhere in the immediate area.
 - ~~6.~~ Relevance to interests and needs of the community. Acceptable reviews in recognized review media.
 - ~~7.~~ Current or historical significance of the creator(s) and subject.
 - ~~8.~~ Local significance of the creator(s) and subject.
 - ~~9.~~ Relevance to the existing collection's strengths and weaknesses.
 - ~~5-10.~~ Suitability of format to library use and circulation.
- 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 State Supreme Court~~Law~~ 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, as well as to collection development which aims to serve the underserved.
 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: Reference sources are characterized by their ability to provide information and to summarize, condense, or give a comprehensive overview of a topic. They remain in the library to be readily available to all community members. Selection criteria of particular importance for reference sources are: accuracy, arrangement, ease-of-use, uniqueness of information, authority, documentation, and indexing. 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. Visual Media~~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, pending review and assessment by library staff.

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 or is deemed of an enduring nature.
 7. Another networking agency could better provide the same or comparable item.
 8. Great care shall be taken to retain or replace items that have enduring value to the community.
- B. The CREW (Continuous Review, Evaluation, and Weeding) Method – as outlined in *CREW: A Weeding Manual for Modern Libraries* available at <https://www.tsl.texas.gov/ld/pubs/crew/index.html> - will be used as a guide for withdrawing materials.
- ~~B.C.~~ Materials withdrawn from the Library collection will be disposed of by public sale, disposal, trade, or donation as appropriate.
- ~~C.D.~~ Binding: Children's books are purchased with library binding whenever available. Other books vary according to anticipated use.
- ~~D.E.~~ Computer catalog: The records on the computer catalog will be updated continually.
- ~~E.F.~~ Retention: Periodical retention periods will be based on anticipated use and available shelf space.
- ~~F.G.~~ 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 ~~Chair-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.

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 Public Library Computer Use Policy

The Grand County Public Library offers a variety of computer services to the community. This Computer Use Policy was developed under the direction of the Library Board of Directors in order to meet the provisions of Utah Code Section 9-7-215. The policy includes rules for use and is guided by the Federal Children's Internet Protection Act and portions of the Utah Code described in UCA 9-7-213, 9-7-215, and 9-7-216 and Administrative Rule 223-2, and is reviewed at least once every three years. A summary of the library laws regarding Internet use is provided on the opening screen of each public Internet computer session in the library. Specific information about the library's various computers and user groups are listed in Attachment A.

Internet Access: The Internet, ~~a world-wide network of computer networks~~, is an essential medium for obtaining and transmitting information of all types. Therefore, public access to the Internet is germane to the Library's mission. However, the Internet is an unregulated medium, and may provide access to information that is inaccurate, illegal, or that some may find offensive or disturbing. To initiate a session using the Internet, all users must agree to the library's use policy, which appears on the browser's opening screen. The Library prohibits illegal activity on Internet computers and takes no responsibility for content of materials viewed on the Internet. Briefly, illegal activity under Utah law includes gambling, fraud, and viewing materials legally defined as child pornography, obscenity, and materials harmful to minors. For the complete text of the Utah code that pertains to Internet use in the Library, please ask the library staff or find it on the world wide web: (Utah Code Annotated 9-7-213, 9-7-215, 9-7-216 and Rule 223.2). U.S. copyright law (Title 17, U.S.Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principles of fair use. Users may not copy or distribute electronic materials (including electronic mail, text, images, programs, music files, or data) without the explicit permission of the copyright holder. All responsibility for any consequences of copyright infringement lies with the user; the Grand County Public Library expressly disclaims any liability or responsibility resulting from such violations.

Technology Protection Measures: The Library, pursuant to Federal laws and Utah code 9-7-215, imposes a technology protection measure (filtering software) on all library computers with Internet access (including staff ~~computers, and~~ public access computers, ~~and wireless networks~~) that is intended to (1) protect against illegal visual depictions that are child pornography or obscene, (2) protect minors against visual depictions that are child pornography, harmful to minors, or obscene, and (3) protect the Library's network security and ensure equitable bandwidth distribution. The federal Children's Internet Protection Act and Utah state law specify that patrons may request an exception to filter a specific website. Library Staff will not allow an exception for any illegal site or for any site blocked that could present a network safety concern including peer-to-peer and file sharing websites. Administrative procedures and guidelines for staff to follow in enforcing the policy have been established and are described herein, and procedures to handle complaints about this policy and its enforcement, and about observed patron behavior, are included below and are available at the library for public review.

Children's Computers: The Library takes no responsibility for content of materials that children view on the Internet, games they may play on the computers, etc. Staff members oversee computers as much as possible, and additional technological measures are used in the Children's Room but parents are ultimately responsible for their children, whether they are present or not.

Consequences for violating Library policies may include:

- Verbal warning from staff.
- Ending a computer session or being required to leave the library.
- Suspension of library privileges including access to computers or to the building.
- Police intervention, including possible arrest and prosecution for trespass and other violations.

Assumption of Risk: The Library uses its best efforts to ensure network security, but users assume all responsibility for the use of its networks, including interference with the user's data and Internet traffic, and damage to software or hardware. The Library is not liable for the loss or compromise of any information, or for any and all damages resulting from that loss or compromise, even if the Library is advised of the possibility of such damages.

Library patrons who have questions or concerns about this or any Library policy and enforcement of these policies may contact the Library Director or the Library Board of Directors (Trustees).

Adopted by the Grand County Public Library Board of Directors on July 10, 2003, and revised May 13, 2004, March 21, 2007, January 9, 2008, October 21, 2009, January 20, 2010, January 19, 2011, November 8, 2012, October 17, 2013, October 23, 2014, and May 18, 2016.

Attachment A

Library Computer Use by Patron Type and Computer Type

These computer use guidelines may be revised by the library staff, as needed. The Library Code of Conduct applies to acceptable behaviors for computer users.

Facilities-Computers for Adult Library Card Holders Users: The Library provides public access computers for registered patrons with library accounts and visitors that are available on a first-come, first-served basis.

Computers for Young Adults: The Library provides computers specifically for young adults (ages 12 to 17) with library accounts and young adult visitors that are available on a first-come, first served basis.

Computers for Children: The Children's computers are available on a first-come, first-served basis to children with library accounts and young visitors. Children may have a maximum of four (4) 30-minute computer sessions per day. The Library provides three types of computers for children:

- Toddler computers (no Internet access), for young children and children without library cards or parental/guardian permission;
- Children's computers for patrons up to age 14;
- Children age 12 and over may use the young adult Internet computers, but may not use both children's and young adult computers on the same day.

Laptops for Parents/Guardians: Three Parent Laptops are available on a first-come, first-served basis.

Laptops and Tablets for Adult Library Card Holders: The Library provides laptops and mobile devices on a first-come first-served basis that may be checked out at the information desk, ~~for in-library use. The library also provides mobile tablet computers that may be checked out for a one-week time period.~~ Cardholders must read/sign and follow the rules outlined in any applicable Grand County Public Library technology loan agreement(s) ~~Mobile Tablet Loan Agreement~~ in order to checkout such items, a mobile tablet.

Grand County Public Library Interlibrary Loan Policy

The Grand County Public Library provides interlibrary loan (ILL) services to library patrons in accordance with the provisions of this policy. The Utah State Library Interlibrary Loan Circulation Policy and the Interlibrary Loan Code for the United States, prepared by the Reference and User Services Association, serve as a foundation for ILL service at the Grand County Public Library (see appendix A and B).

I. Definition of Interlibrary Loan

An ILL is a transaction in which library material or a copy of the material is made available by one library to another.

II. Purpose of Interlibrary Loan

The purpose of the Grand County Public Library ILL system is to address the research and recreational needs of patrons whose material requests are beyond the scope of the collection of the Grand County Public Library. The rural demographics of the Grand County Public Library limit research, recreation, and other information-seeking patrons. The ILL system enables patrons to reach beyond the collection of the Grand County Public Library to library collections throughout Utah and the rest of the United States.

III. Interlibrary Loan Rules

The following rules are in place to ensure efficient operation of the ILL system:

1. Patrons can request, via ILL, material not available in the collection of the Grand County Public Library.
2. The Grand County Public Library will not ordinarily request via ILL the following types of materials:
 - a. Rare or valuable material.
 - b. Bulky or fragile items that are difficult to ship.
 - c. Material in high demand at the lending library.
 - d. Material with local or reference circulation restrictions.
 - e. Unique material that would be difficult or impossible to replace.
 - f. Material signed by author or from private collections.
 - g. Entire issues of periodicals (photocopies will be made of individual articles).
 - h. Materials that can be obtained only by FOIA request.
3. All patrons (as defined by the circulation policy) are eligible for ILL service ~~provided they have no history of excessively late or lost materials~~. Patrons with a history of returning ILLs late may be suspended from using the ILL system.
4. In accordance with Utah State Library ILL policy, the Grand County Public Library always checks availability in the Utah State Library's online catalog

before submitting an interlibrary loan request, and the Utah State Library serves as an intermediary between the Grand County Public Library and other libraries when requesting ILL materials.

5. Requests will be filed electronically with the Utah State Library to insure prompt delivery. However, borrowers must expect a 2-6 week delivery time and must fill out the ILL request form clearly and completely to avoid delay in material delivery.
6. The Grand County Public Library will promptly and efficiently process all ILL requests and promptly and efficiently return borrowed materials to their lending library.
7. The number of ILL requests must not exceed five at one time from one patron.
8. Patrons will be charged for fulfilled ILL materials ~~requests and overdue ILL materials according to the~~ in accordance with the Grand County fee schedule for the Grand County Public Library.
9. Occasionally a lending library will charge an additional fee to lend an item or send a photocopy. Under this circumstance the patron will be informed of the additional fee and given the opportunity to cancel their request.
10. The Grand County Public Library due date on each ILL record reflects one week prior to lending library due date to allow time for shipment.
11. Request for renewal of materials is permitted, however, requests can only be granted by individual lending libraries.
12. Replacement cost for lost/damaged materials will be determined by the lending library.
13. All materials more than four weeks overdue will be considered lost, and the patron will be responsible for the cost of the material, due and payable to the Grand County Public Library within thirty days after receiving the invoice for the lost material.
14. Submission of an ILL request does not guarantee retrieval.

Adopted by the Grand County Public Library Board of Directors on September 10, 2008 and revised/reapproved on September 23, 2009, February 17, 2010, August 24, 2011, April 11, 2013, April 17, 2014, March 12, 2015, and May 18, 2016.

Appendix A.

Utah State Library ILL Circulation Policy

1. The State Library Division (Utah State Library) maintains a collection of general interest books, state and federal documents, and library-related books and periodicals, as well as a small number of audiovisual materials. Most of this material is available for circulation to Utah Libraries and State Agencies.
2. Material from the collection is normally checked out for six weeks if there are no other requests for it. This includes time for mailing in both directions. The due date indicates when the material should be back in our hands. Renewals can be requested on material through the Catalog, or, if no Internet access is available, by mail or phone (see above), provided there are no other requests for the material. Material may be renewed up to two times for six week each. Material must be renewed before the due date.
3. Material requested from the collection will be checked out for four weeks if there are other requests pending. No renewals are allowed if there are other requests pending.
4. Materials not in the collection may also be requested from the State Library by Libraries who are not members of OCLC and by State Agencies. These materials are subject to availability. The duration of these loans is based upon the policies of the lending libraries. Renewals are allowed on some of these materials but the State Library must be notified before the due date.
5. Your Library or Agency is responsible for all materials requested from the State Library which are loaned from our collection or obtained from another library.
 - You will be notified when materials requested are not available.
 - Please notify us promptly when your library has received and returned materials borrowed through OCLC WorldShare.
 - The borrowing Library or Agency will be responsible for maintaining due care of the materials, requesting renewals, and returning the materials before the due date. Materials loaned from outside of the State Library collection are normally returned directly to the lending library.
6. All materials more than four weeks overdue will be considered lost, and the library or agency will be responsible for the cost of the material, due and payable directly to the lending library, or in extenuated circumstances, to the Utah State Library Division. Payment should be made within thirty days after receiving the invoice for the lost material.
7. Libraries or Agencies with more than 10 items overdue, or any items lost or damaged, will be ineligible to receive additional materials until until they have resolved the situation.

8. Please contact the Interlibrary Loan Team (ill@utah.gov) if you have any questions or comments about this policy.

Retrieved from <https://heritage.utah.gov/library/services-library/ill-circulation-policy>

Appendix B

Interlibrary Loan Code for the United States

Prepared by the Interlibrary Loan Committee, Reference and User Services Association (RUSA), 1994, revised 2001. Revised by the Codes, Guidelines, and Technical Standards Committee, Sharing and Transforming Access to Resources Section (STARS) 2008 and 2015. Approved by RUSA Board January 11, 2016.

Introduction

The Reference and User Services Association, acting for the American Library Association in its adoption of this code, recognizes that the sharing of material between libraries is a core library service and believes it to be in the public interest to encourage such an exchange.

In the interest of providing quality service, libraries have an obligation to obtain material to meet the informational needs of users when local resources do not meet those needs. Interlibrary loan (ILL), a mechanism for obtaining material, is essential to the vitality of all libraries.

The effectiveness of the national interlibrary loan system depends upon participation of libraries of all types and sizes.

This code establishes principles that facilitate the requesting of material by a library and the provision of loans or copies in response to those requests.

1.0 Definitions

1.1 Interlibrary loan is the process by which a library requests material from, or supplies material to, another library.

1.2 In this code, "material" includes books, audiovisual materials, and other returnable items as well as copies of journal articles, book chapters, excerpts, and other non-returnable items.

2.0 Purpose

2.1 The purpose of interlibrary loan as defined by this code is to obtain, upon request of a library user, material not available in the user's local library. Interlibrary loan is primarily intended to provide a requesting individual with a physical loan of a defined duration or a non-returnable copy or scan from another library.

3.0 Scope

3.1 This code regulates the exchange of material between libraries in the United States.

3.2 United States libraries are encouraged to engage in interlibrary loan with libraries in other countries. International transactions are governed by the International Federation of Library Associations and Institutions.

4.0 Responsibilities of the Requesting Library

4.1 Establish, promptly update, and make available an interlibrary borrowing policy.

4.2 Ensure the confidentiality of the library user.

4.3 Describe completely and accurately the requested material following accepted bibliographic practice.

4.4 Note any special requirements regarding the format needed, specified shipping address, or use to be made of the material on the request sent to potential supplying libraries.

4.5 Identify libraries that own the requested material. Check and adhere to the policies of potential supplying libraries.

4.6 When no libraries can be identified as owning the needed material, requests may be sent to libraries believed likely to own the material.

4.7 Transmit interlibrary loan requests electronically unless otherwise specified by the supplying library.

4.8 Comply with U.S copyright law (Title 17, U.S. Code) and be aware of related guidelines for copy requests.

4.9 Assume responsibility for borrowed material from the time it leaves the supplying library until it has been returned to and received by the supplying library. This includes all material shipped directly to and/or returned by the user. If damage or loss occurs, provide compensation or replacement, in accordance with the preference of the supplying library.

4.10 Pay promptly any service, replacement, or damage fees charged by the supplying library.

4.11 Assume full responsibility for user-initiated transactions.

4.12 Honor the due date and enforce any usage restrictions specified by the supplying library. Unless otherwise indicated, the due date is defined as the date by which the material is due to be checked in at the requesting library for return to the supplying library.

4.13 Request a renewal before the item is due whenever possible. If the supplying library does not respond, the requesting library may assume that a renewal has been granted, extending the due date by the same length of time as the original loan.

4.14 Respond immediately if the supplying library recalls an item. All borrowed material is subject to recall at any time.

4.15 Package material to prevent damage or loss in shipping and comply with any special instructions stated by the supplying library.

4.16 Failure to comply with the provisions of this code may result in suspension of service by a supplying library.

5.0 Responsibilities of the Supplying Library

5.1 Establish, promptly update, and make available an interlibrary lending policy, contact information, and a service schedule.

5.2 Ensure the confidentiality of the library user.

5.3 If it is necessary to charge service fees, make available a fee schedule as part of an interlibrary lending policy. Bill any service, replacement, or damage fees promptly.

5.4 Consider filling all requests for material regardless of format or the collection in which it is housed.

5.5 Process requests in a timely manner, recognizing the needs of the requesting library and/or the requirements of the resource sharing system being used. If unable to fill a request, respond promptly and state the reason the request cannot be filled.

5.6 Send sufficient information to identify the particular request when filling or communicating about requests.

5.7 Indicate the due date, any restrictions on the use of the material, and any special return packaging or shipping requirements. The due date is defined as the date the material is due to be checked in at the requesting library for return to the supplying library.

5.8 Ship material by the fastest method reasonably available to the location specified by the requesting library. Package loaned material to prevent damage or loss.

5.9 Respond promptly to requests for renewals. If the supplying library does not respond, the requesting library may assume that a renewal has been granted, extending the due date by the same length of time as the original loan.

5.10 The supplying library may recall loaned material at any time.

5.11 Deliver copies electronically whenever possible. Provide complete and legible copies, and adhere to any special scanning instructions of the requesting library.

5.12 The supplying library may suspend service to a requesting library if it fails to comply with the provisions of this code.

Retrieved from <http://www.ala.org/rusa/guidelines/interlibrary>

GRAND COUNTY
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 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	4,518.74	4,518.74	35,000.00	30,481.26	12.9
72-3120-000-000 REDEMPTION PRIOR YEARS	3,151.89	3,151.89	20,000.00	16,848.11	15.8
72-3190-000-000 TAX PENALTIES & INTEREST	98.32	98.32	1,000.00	901.68	9.8
TOTAL TAXES	7,768.95	7,768.95	718,000.00	710,231.05	1.1
<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.	149.59	149.59	200.00	50.41	74.8
72-3650-000-000 LIBRARY FINES & FEES	4,212.21	4,212.21	10,000.00	5,787.79	42.1
TOTAL MISCELLANEOUS	4,361.80	4,361.80	10,200.00	5,838.20	42.8
<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	1,444.98	1,444.98	4,000.00	2,555.02	36.1
TOTAL CONTRIBUTIONS	1,444.98	1,444.98	121,112.00	119,667.02	1.2
TOTAL FUND REVENUE	27,275.73	27,275.73	862,912.00	835,636.27	3.2

GRAND COUNTY
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2018

LIBRARY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY EXPENSES</u>					
72-4272-110-000 SALARIES	144,567.34	144,567.34	473,551.00	328,983.66	30.5
72-4272-130-000 EMPLOYEE BENEFITS	69,859.19	69,859.19	224,681.00	154,821.81	31.1
72-4272-210-000 PERIODICALS	1,465.70	1,465.70	3,400.00	1,934.30	43.1
72-4272-220-000 PUBLIC NOTICES	.00	.00	200.00	200.00	.0
72-4272-230-000 TRAVEL	4,942.09	4,942.09	3,000.00	(1,942.09)	164.7
72-4272-240-000 OFFICE SUPPLIES & EXPENSE	5,322.78	5,322.78	13,000.00	7,677.22	40.9
72-4272-250-000 EQUIPMENT MAINTENANCE	230.98	230.98	1,000.00	769.02	23.1
72-4272-260-000 BUILDING & GROUNDS MAINTENANCE	4,239.82	4,239.82	14,000.00	9,760.18	30.3
72-4272-270-000 UTILITIES	9,392.45	9,392.45	34,000.00	24,607.55	27.6
72-4272-290-000 FUEL	.00	.00	100.00	100.00	.0
72-4272-310-000 PROFESSIONAL & TECHNICAL SERVI	3,000.00	3,000.00	7,600.00	4,600.00	39.5
72-4272-320-000 JUVENILE COLLECTION DEVT.	3,455.76	3,455.76	10,000.00	6,544.24	34.6
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	692.16	692.16	4,000.00	3,307.84	17.3
72-4272-360-000 CELL PHONE ALLOWANCE	360.00	360.00	1,080.00	720.00	33.3
72-4272-400-000 BOOKS	7,591.45	7,591.45	25,000.00	17,408.55	30.4
72-4272-410-000 DONATION EXPENDITURES	.00	.00	200.00	200.00	.0
72-4272-420-000 AUDIO/VIDEO	3,154.44	3,154.44	10,500.00	7,345.56	30.0
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	1,010.00	1,010.00	11,000.00	9,990.00	9.2
72-4272-780-000 CLEF GRANT EXPENSE	.00	.00	7,600.00	7,600.00	.0
72-4272-800-000 INVENTORY	218.73	218.73	1,000.00	781.27	21.9
72-4272-860-000 SCHOOLING	1,291.16	1,291.16	3,000.00	1,708.84	43.0
72-4272-930-000 CHILDREN'S PROGRAMS	2,204.52	2,204.52	4,000.00	1,795.48	55.1
TOTAL LIBRARY EXPENSES	270,724.39	270,724.39	862,912.00	592,187.61	31.4
TOTAL FUND EXPENDITURES	270,724.39	270,724.39	862,912.00	592,187.61	31.4
NET REVENUE OVER EXPENDITURES	(243,448.66)	(243,448.66)	.00	243,448.66	.0

GENERAL STATISTICS (including Castle Valley)								
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	13,962	14,429	7,814	350	1,299	30	640	128
April	14,033	13,868	7,040	347	1,230	38	602	144
May								
June								
1st Half	50,386	54,857	28,908	1,377	4,574	139	2,619	496
July								
August								
September								
October								
November								
December								
2nd Half	0	0	0	0	0	0	0	0
Totals	50,386	54,857	28,908	1,377	4,574	139	2,619	496

CASTLE VALLEY			
Walk-ins	Phone Calls	Ref Qs	Check-outs
327	23	22	1,005
293	21	15	841
344	20	26	868
308	17	22	796
1,272	81	85	3,510
0	0	0	0
1,272	81	85	3,510

PROGRAMS (Including Castle Valley)								
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	23	336	0	0	14	352	37	688
April	24	397	0	0	14	261	38	658
May								
June								
1st Half	89	1,365	0	0	63	1,251	152	2,616
July								
August								
September								
October								
November								
December								
2nd Half	0	0	0	0	0	0	0	0
Totals	89	1,365	0	0	63	1,251	152	2,616

LIBRARY CARDS			
Total Cards	Adult	Child	Non-resident
63	48	15	1
73	58	15	1
89	63	26	3
59	45	14	1
284	214	70	6
0	0	0	0
284	214	70	6

MONEY						
Month	Donations	New Cards	ILLs	Copies	Other	Total
January	\$467.45	\$144.00	\$24.00	\$543.56	\$60.48	\$1,239.49
February	\$317.85	\$130.00	\$36.00	\$558.39	\$45.09	\$1,087.33
March	\$208.00	\$131.00	\$53.75	\$807.28	\$41.20	\$1,241.23
April	\$202.35	\$78.00	\$32.95	\$712.30	\$148.68	\$1,174.28
May						
June						
1st Half	\$1,195.65	\$483.00	\$146.70	\$2,621.53	\$295.45	\$4,742.33
July						
August						
September						
October						
November						
December						
2nd Half	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$1,195.65	\$483.00	\$146.70	\$2,621.53	\$295.45	\$4,742.33

Zinio
Checkouts
76
58
26
7
167
0
167

Mango
Sessions
70
142
182
99
493
0
493

Laptop Usage		
Month	Parent	Info Desk
January	9	11
February	11	33
March	0	11
April	9	47
May		
June		
1st Half	29	102
July		
August		
September		
October		
November		
December		
2nd Half	0	0
Totals	29	102

E-Audio / E-Books		
E-Audio	E-Books	Sign-ups
638	334	22
584	304	9
692	268	19
641	311	11
2555	1217	61
0	0	0
2,555	1,217	61

Wi-Fi
Sessions
8,604
9,424
15,141
17,271
50,440
0
50,440

Projector
Checkouts
6
6
3
5
20
0
20

Self Checkout	
Sessions	Checkouts
1,067	3,122
920	2,698
1,083	3,048
1,073	3,164
4,143	12,032
0	0
4,143	12,032

2018 Acquisitions by Month

Call Number	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Percent
Adult Fiction	70	129	92	87									378	19.5%
Adult Non-Fiction	82	102	83	80									347	17.9%
Board Books	3	0	2	2									7	0.4%
Biographies	11	8	6	8									33	1.7%
Audio Books - CD	26	6	28	5									65	3.3%
E-Books / E-Audio	3	3	10	8									24	1.2%
Fiction DVD	47	26	16	24									113	5.8%
Juv. Biographies	1	0	1	2									4	0.2%
Juv. Chapter Books	10	4	1	1									16	0.8%
Juv. Audio Books - CD	0	1	1	0									2	0.1%
Juvenile DVD	13	12	7	8									40	2.1%
Juv. Music CD	0	0	0	0									0	0.0%
Juvenile Playaway	4	1	0	0									5	0.3%
Juvenile Books	34	24	23	20									101	5.2%
Large Print	5	2	30	4									41	2.1%
Leveled Reader	6	72	2	1									81	4.2%
Magazine	94	90	103	109									396	20.4%
Music CD	16	13	18	11									58	3.0%
Mass Market Paperback	0	2	0	1									3	0.2%
MP3 Format CD	0	0	0	1									1	0.1%
Non-Fiction DVD	9	12	8	12									41	2.1%
Over-Sized Books	0	1	1	0									2	0.1%
Parenting	1	1	3	0									5	0.3%
Picture Books	19	24	32	19									94	4.8%
Playaways	5	0	0	0									5	0.3%
Playaway Video	0	0	0	0									0	0.0%
Reference	0	2	0	0									2	0.1%
Instructional Set	1	1	2	3									7	0.4%
Spanish	0	0	0	0									0	0.0%
Young Adult	7	17	20	16									60	3.1%
YA Audio Books - CD	0	2	3	0									5	0.3%
YA Playaway	0	3	3	1									7	0.4%
Totals	467	558	495	423	0	0	0	0	0	0	0	0	1943	Total