



POLICY # 107 – Staff Areas

Approved by the Board of Trustees 8/20/2018

Policy Statement:

In order to ensure staff safety as well as the privacy of patron information, the Board of Trustees has created the following regulations:

Regulations:

Members of the public are not permitted behind the public service desks or in other non-public areas unless they are accompanied by a staff member. When visitors arrive, library staff in the public areas should contact the staff person that the visitor wishes to see so that the staff person working in a non-public area can escort the visitor to his or her work area.