Metro Kalyn Community Library

Policy Handbook

Community Relationships: Community Relations, Publicity and Public Relations Index Code: D-2

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BACKGROUND

The Town of Bruderheim Library Board recognizes the importance of the Board and the staff to cultivate good public relations. The basic condition for accomplishing this end is to provide courteous and efficient service to the public within the means of the Library.

POLICY

The Town of Bruderheim Library Board realizes the importance of the public image of the Library in fostering the moral, financial and continuing support of the community served.

GUIDELINES

- 1. The Town of Bruderheim Library Board will endeavor to:
 - a) make governing leaders, civic officials and the general public aware of the Library's objectives and services and to promote understanding of these goals and services.
 - b) encourage active participation by people of all ages in varied services of the Library.
 - c) staff the Library with courteous and efficient individuals.
 - d) provide a comfortable, courteous atmosphere.
 - e) provide programs and facilities for the public so that the public may come to regard the Library as a centre for educational and cultural activities.
 - f) invite input from members of the community at large concerning evaluation of and planning for existing and potential programs and services (i.e. public survey).
- 2. The Town of Bruderheim Library Board recognizes that relations with the community are most effective if they are regular, consistent and persistent.

Reviewed: March 2020 Date for Review: March 2025