North Vancouver District
Public Library

CONNECTING COMMUNITY. SHARING KNOWLEDGE. INSPIRING STORIES

Att doc_5.1.2

MANAGEMENT REPORT

DATE: September 14, 2016

AUTHOR: Corinne McConchie – *Manager, Collection Management and Access*

MEETING DATE: September 22, 2016

TO: NVDPL Board

FROM: Jacqueline van Dyk – *Director, Library Services*

SUBJECT: **OPERATING POLICY UPDATE**
COMMUNITY INFORMATION – MOTION REQUIRED

SUMMARY

The proposed policy update addresses the issue of groups wishing to use library space for petitions, surveys and displays. Housekeeping edits to improve readability/flow and to add pertinent cross-references have also been included.

PURPOSE

This report is for decision.

ATTACHMENTS

This report includes the following appendix:

I. ***DRAFT –B-OP-08 COMMUNITY INFORMATION*** *[for update]*

RECOMMENDATION

The Board is asked to pass the following motion:

THAT the updated policy B-OP-08 COMMUNITY INFORMATION be approved and adopted.

BACKGROUND

Staff recommend the addition of language in the Community Information policy that speaks to the issue of groups wishing to set up information tables to disseminate information within the Library. The policy currently speaks only to the related display of information in its free publications areas. By including the suggested language, staff will have more guidance to consider and approve requests.

FINAL REMARKS

This update will allow the Board to ensure its policy is providing clear and useful guidance to staff.

North Vancouver District Public Library

Appendix I
(Att doc 5.1.2)

POLICY: **COMMUNITY INFORMATION** POLICY #: **B-OP-08**

COMMITTEE:	Library Board	PASSED:	24 September 2015
TOPIC:	Services	AMENDED:	[2016]
		REVIEW PERIOD:	As required.

PURPOSE

~~This policy is to clarify that~~ A~~a~~s part of its regular service to the community, and reflecting the Library's mission, "Connecting community, ~~fostering~~ sharing knowledge, inspiring stories," the Library provides space and facilities for free community information such as announcements, pamphlets, posters, newsletters, community newspapers and magazines in print and links on the Library's website, that deal with cultural, recreational, informational and educational activities. Library space may also be provided for displays and petitions that contribute to the free flow of information on issues of importance to the North Vancouver District community.

POLICY

NVDPL posts and distributes information in its libraries on behalf of community organizations as a free public service, provided materials meet specified Criteria ~~(see below)~~.

- Materials and information for posting or linking will be accepted from non-profit organizations including library-sponsored programs, local community groups, government groups, government-funded educational institutions or organizations, and arts or culture related organizations.
- Materials or sites whose primary purpose is to advertise commercial ventures, non-library-related fundraising activities/events or political endeavors (both partisan and non-partisan) are not accepted.
- The rental of a library meeting room does not automatically include the privilege of posting advertising materials or distributing related literature on library premises or posting to the Library's website.
- Community organizations must freely submit their materials for distribution; that is, the Library does not purchase these items for free distribution.
- Websites suitable for linking must offer quality information and presentation.

Information is made available in response to the diverse cultural, recreational, informational and educational needs of the community. It may represent varying points of view. It will reflect current conditions, trends and controversies so that members of the community may inform themselves and make individual judgements. Particular beliefs or views are not promoted, nor is the acceptance of any

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item equivalent to Library or Library Board endorsement of the viewpoint expressed therein. The Library does not participate in partisan politics nor take an advocacy role on issues outside the library world.

Access to information is guided by the Canadian Library Association's Statement on Intellectual Freedom and Libraries and by the B.C. Human Rights Code which guarantees that no person shall be discriminated against "because of the race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation or age of the person or that group or class of persons."

Analogous to the free materials posted or distributed in a library branch as an information service, the L~~l~~ibrary ~~staff~~ ~~also~~ endeavors to identify and link to free content that may be useful to visitors of the NVDPL website. The Library reserves the right to include on its website links that are in keeping with the Library's role, mission and values, and to remove links that are not or are no longer suitable.

To contribute to the free flow of information on issues of importance to the North Vancouver District community, Library space may be provided for third-party displays and petitions of non-profit community groups, taking into consideration:

- Availability, location, set up and amount of space required
- Relevancy of issue to the Library
- Degree of Library staff assistance or maintenance required
- Interference with normal Library operations
- Groups conducting interviews, surveys or petitions may not solicit or approach Library customers

~~Access to information is guided by the Canadian Library Association's and by the B.C. Human Rights Code which guarantees that no person shall be discriminated against "because of the race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation or age of the person or that group or class of persons."~~

Comment [CM1]: Moved up

~~**Criteria:**~~

- ~~Information and materials for posting/linking will be accepted from non-profit organizations including library sponsored programs, local community groups, government groups, government funded educational institutions or organizations, and arts or culture related organizations.~~
- ~~Materials or sites advertising commercial ventures, non-library related fundraising activities/events or political materials (both partisan and non-partisan) are not accepted.~~

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- ~~The rental of a library meeting room does not automatically include the privilege of posting advertising materials or distributing related literature on library premises or posting to the library's website.~~
- ~~Community organizations must freely submit their materials for distribution; that is, the library does not purchase these items for free distribution.~~
- ~~Websites suitable for linking must be of quality information and presentation.~~

Comment [CMC2]: Criteria section moved up

Exceptions to this policy must be made only upon Director's approval.

RESPONSIBILITIES

The Library Board is responsible for this policy. The Library Board supports this policy, the Canadian Library Association's Position Statement on Intellectual Freedom and the BC Human Rights Code.

The Director of Library Services is responsible for implementing this policy.

RELATED POLICIES

Comment [CM3]: Added

- B-OP-06 USE OF PUBLIC SPACES
- B-OP-14 INTELLECTUAL FREEDOM
- B-OP-17 MEETING ROOMS
- MG-OP-08.1 DISTRIBUTION AND POSTING OF FREE MATERIAL
- MG-OP-08.2 THIRD PARTY WEBSITES

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