

Bristol Library
6750 County Road 32
Canandaigua, NY 14424
585-229-5862
www.thebristollibrary.com

**External Policy/Circulation
Policy # EP-1**

Effective Date: 05/20/20

APPLICATION: Personnel, Trustees, Patrons

STATEMENT OF PURPOSE: The Bristol Library develops collections to promote literacy, support education, encourage lifelong learning, and to meet any diverse cultural, informational, or recreational interest in the community. The Bristol Library ("the Library") is a member of the Pioneer Library System (PLS), a New York State-chartered cooperative public library system serving the forty-two public libraries in Ontario, Wayne and Wyoming and Livingston (OWWL) counties. The Library applies the same privileges, responsibilities, and fees to all OWWL cardholders, no matter which PLS library originally issued their library card.

POLICY: The Library Circulation Policy ensures all patrons are provided with consistent and equitable services from Library staff members and that every patron has clear expectation of their rights as an OWWL cardholder.

RESPONSIBILIY: The Board of Trustees will be responsible for drafting necessary procedures to ensure the policy is successfully implemented, and to further ensure that sufficient funds are available in the budget to maintain the collection availability to its patrons. The Library Manager and staff are responsible for making the collections accessible to OWWL patrons in accordance with circulation procedures.

APPROVED: 05/20/20 by the Bristol Library Board of Trustees

REVISED: DD/MM/YYYY by the Bristol Library Board of Trustees

REVIEWED BY/ON: (Legal counsel and/or by a designated person after a period of time.)