

AGENDA INFORMATION SHEET

AGENDA DATE: August 8, 2022

DEPARTMENT: Library

ACM: Christine Taylor

SUBJECT:

Receive a report, hold a discussion, and consider recommending approval of the following Denton Public Library Policy updates:

- Internet and Computer Use Policy
- Confidentiality of Library Customer Records Policy

BACKGROUND:

The following policy updates are recommended to the Library Board:

Internet and Computer Use Policy-Exhibit 2

Fixed one typo and updated bullet points in the Internet Use section, replacing

- The library does not control information found on the Internet and, therefore, cannot be held responsible for its content.
- Individuals who use the Internet are responsible for evaluating the validity and appropriateness of the information they access.
- Library staff are able to offer assistance as needed.

with the bullet points below:

- The library does not control information found on the Internet.
- Individuals who use the Internet are responsible for evaluating the validity and appropriateness of the information they access.
- The library cannot be held responsible for content found on the Internet.

Confidentiality of Library Customer Records Policy-Exhibit 3

The policy was reviewed by library leadership and the City Attorney's Office.

- Fixed one grammatical error.
- Added "and reviewed by the City Attorney's Office" to the end of the sentence on page 2, item "A"
- Clarified the accepted form of ID in the last sentence of the first paragraph under "Regarding Parental Access to Records" and removing the requirement to provide the child's library card or card number.
- Updated Record Retention Schedule for Customer Records to match current Texas record retention schedule information and remove information about Summer Reading Club Registration Forms.

EXHIBITS:

Exhibit 1—Agenda Information Sheet
Exhibit 2— Internet and Computer Use Policy
Exhibit 3—Confidentiality of Library Customer Records Policy

Respectfully submitted:

Jennifer Bekker
Director of Libraries
jennifer.bekker@cityofdenton.com(940) 349-8753