

Kimball Public Library Policy on Hosting a Link to the Friends of the Kimball Library's Website

The By-Laws of the Friends describe their purpose: "...to support the mission of the Kimball Library through financial support and services, which enhance programs and materials available to library patrons of all ages." Over the course of almost 50 years, the Friends have worked diligently to provide funding for the Library which has been transformative.

The Library is deeply appreciative of the many contributions made by the Friends. In view of this, the Board of Library Trustees approves hosting a link from the library's website to the Friends website on a trial basis. Creating a direct link to a website staff have no control over is a new step for the Kimball Library and we understand unique among New Hampshire libraries. Maintaining the link is at the sole discretion of the Library Board of Trustees with the Chair empowered to act in an urgent situation.

The link will be terminated without warning under the following conditions with the understanding that this is not an exhaustive list. The Friends website:

- Contains content that inaccurately describes or reflects poorly on the Kimball Library, Trustees, volunteers, staff or patrons.
- Includes content or actions that jeopardize the library's positive relationship with town or government officials, or other area civic organizations.
- Contains political or religious content, violent, hateful or discriminatory speech, or references outside groups that do.
- Posts content not developed by current members of the Friends.
- Solicits funds for any reason other than the Friends' stated purpose according to their By-Laws as of April, 2024 including fundraising for any other entity through sales or donations.
- Collects personal information such as emails, phone numbers or addresses without notice, fails to secure it or shares such details with any outside individual, organization or business without the individual's express, written consent which will be kept on file as part of the library's records.
- Displays photographs of adults or children at library events where they are identifiable without their written permission or that of a parent in the case of a child under the age of 18. Completed forms will be kept on file in the Library
- Engages in activities requiring library space, resources, or staff time without the prior approval of the library director.

Approved by the Kimball Library Board of Trustees on May 14, 2024