San Mateo
Public Library

Policy for Maintaining Library Policies

The San Mateo Public Library is a community resource that requires clear, consistently applied policies as may be necessary or appropriate to achieve its mission of providing library services, programs and materials to the public; and to ensure the equitable treatment for all members of the community in the delivery of its services.

One of the key roles of the Library Board of Trustees per the City's Charter (Article VI, Section 6.01) is to develop and maintain the Library's policies. To fulfill this responsibility, the Library Board will:

- Develop and review proposed new policies or policy changes as recommended by the City Librarian, Library Board of Trustees or the public to address important policy issues

- Review all policies at least every five years to ensure they are still relevant; update when necessary and eliminate obsolete policies

- Work with the City Librarian and library staff to maintain a current listing of library policies available to the public

Adopted by Library Board, 3-27-10; Renewed 5-24-21