

Public Relations Policy

Logan Library

Approved: 9 December 1997

2.12.01 Purpose

The Logan Library exists to provide quality library services to the citizens of Logan. To meet this responsibility, the library must establish effective relationships with the public so that the public is familiar with the library's policies, practices, and services. ~~In order to meet this responsibility, it is important that the library establish effective relationships with the public so that the public is familiar with the policies, practices, and services offered by the library.~~ It is the policy of the Logan Library to employ methods and activities ~~that that methods and activities be employed by the library to~~ promote a favorable relationship with the public.

2.12.02 Library Director Responsibilities

The library director will be responsible for developing ~~to develop,~~ and maintaining ~~maintain~~ a public relations program that implements methods and activities to promote a favorable relationship with the public and the city's elected officials ~~will implement methods and activities designed to promote a favorable relationship with the public and the elected officials of the city.~~ This will include appointing a staff member as the Library's Public Information Officer (PIO), who will represent the library on relevant City of Logan committees.

2.12.03 Library Board Responsibilities

The library board will be responsible for developing policies that support the library's public relations program ~~public relations program of the library.~~ The library board will support the library director in representing the library to the general public and to ~~director of the library in representing the library before the general public and~~ the City of Logan's elected officials.

2.12.04 Friends of the Library

The Friends of the Library, ~~in coordination with the library director and the library board,~~ will be responsible for:

- A. ~~Raising money for special projects and expansions not covered by the operating budget.~~
- B. ~~Sponsoring programs designed to contribute to the cultural life of the community.~~
- C. ~~Volunteering work in the library on specific projects.~~
- D. ~~Raising public awareness of library services and promoting public relations.~~
- E. ~~Organizing politically for favorable library legislation and appropriations.~~

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