

**MT. LEBANON PUBLIC LIBRARY**

**POLICY NUMBER:** 2  
**TITLE:** Purpose and Authority  
**DATE ISSUED:** November 18, 2025  
**REPLACES:** Previous policy no. 2, issued September 1, 1988

**PURPOSE:** To set forth the basis for policy statements of the Mt. Lebanon Public Library, and general guidelines for their preparation and form.

**STATEMENT OF POLICY:**

1. Library policies are written statements of the Mt. Lebanon Public Library's (Library) goals and objectives. They will serve as a focal point for procedures, which will serve to accomplish the result set forth in the Library's mission statement.
2. Library policies shall be established or amended solely by the Board of Trustees of the Mt. Lebanon Public Library (Board).
3. Policies shall be stated in broad long-range terms and provide a framework within which the Library staff carries out current and future day-to-day operation of the Library.
4. Library policies shall be considered inviolate by all members of Library staff and the Board itself. The Board shall, however, encourage suggestions for amendment of policies that may no longer be appropriate in their current form. Policies will be regularly reviewed by the Board to determine their continued relevancy.
5. All new policies shall be reviewed for consistency with those previously established.
6. Library policies shall be readily accessible to the Library staff and the general public.