

Community Profiles Policy

Summary

Community Profiles is a service provided through the Public Access Catalog, henceforth referred to as the PAC. Community Profiles is offered to the Nesmith Library through its membership in the GMILCS consortium. Its function is to make available information about Nesmith Library Services, Windham governmental departments, Windham non-profit organizations, Windham community groups, and Windham clubs that are engaged in governmental, educational, cultural, intellectual and/or charitable activities.

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Community Profiles are created by request of a designee for the Organization. Said person must complete a Community Profiles Application Form, a copy of which is attached to this policy. The form must be returned to the Library with all required information included. The Organization may be refused a Community Profile due to incompleteness of the application. The Library reserves the right to edit the Organization's "Descriptive Statement" with regard to spelling, grammar, and space constraints.

The Organization designee must agree to be responsible for reviewing the information that appears in the PAC, and notifying the Library of any errors or changes to the information. The Library will review Community Profiles at a minimum of once every two years, and may remove a Profile that is no longer accurate, or from an Organization that is no longer active. The Nesmith Library will not be held responsible for inaccuracies in the Community Profiles.

Inclusion in the Community Profile service does not imply endorsement of the Organization, its mission, or its activities, by the Nesmith Library Board of Trustees, or the Director or Staff.

ADOPTED ON APRIL 8, 2014, BY THE NESMITH LIBRARY BOARD OF TRUSTEES

Reviewed and approved: October 20, 2015 by the Nesmith Library Board of Trustees.