

Policy Type: **Operational**

Policy Number: **O-14**

Policy Title: **Partnership Policy**

Policy Approved: November 2024

Effective: January 2025 - December 2027

1. PURPOSE

1.1 Windsor Public Library collaborates with community partners to strengthen the library's ability to fulfill its mission and help the library meet the needs of customers. The Partnership Policy is intended to provide guidelines for the development of library partnerships.

2. SCOPE

2.1 The Windsor Public Library Board within the meaning of the *Public Libraries Act* as amended, provides governance and management of public library services in Windsor, and is supported by the Windsor Public Library / City of Windsor Service Agreement (2015), as amended March 21, 2017.

2.2 The Windsor Public Library Board endorses the *Freedom of Information and Protection of Privacy Act, Copyright Act, Canadian Criminal Code, Canadian Charter of Rights and Freedoms, Municipal Freedom-of-Information and Protection of Privacy Act (MFIPPA)*, and other laws governing intellectual property.

2.3 The Partnership Policy supports the principles of universal and equitable access and reflects the Windsor Public Library Mission, Vision, Values and Customer Service Pledge:

Windsor Public Library Mission Statement: "The mission of the Windsor Public Library is to enrich our community by providing access to resources that inform and entertain."
"We believe in the freedom to read, learn and discover."

2.4 This policy applies to all employees, volunteers and agents.

3. GUIDELINES

3.1 The Windsor Public Library Board is committed to establishing mutually beneficial partnerships with public and private agencies, organizations and enterprises, with the intent of:

- a) Supporting the mission, vision and values of Windsor Public Library
- b) Promoting library resources, services, programs and facilities
- c) Improving customer service

3.2 All Windsor Public Library partnerships shall be confirmed with a duly signed partnership agreement.

3.3 Partnerships shall not influence the selection of library resources, programs or services, and shall not require endorsement of products or services.

3.4 Windsor Public Library ensures the confidentiality of user records by not selling or providing access to customer records to any partnership.