

XII. Public Relations Policy

A. The public relations goals of the Forest Lodge Public Library are:

- To promote understanding of the Library's objectives and services among governing officials, civic leaders, and the general public;
- To promote active participation in the varied services offered by the library to people of all ages.
- To make governing officials, civic leaders, local service organizations and the general public aware of the financial and volunteer needs of the library.

B. Public relations involve every person who has a connection with the Library. Forest Lodge Library encourages board and staff members to represent the library through positive interactions.

C. Forest Lodge Library provides presentations and participates in community activities to promote the library's objectives and services. Materials to be used by press, radio, television or electronic media are approved by the director.

D. The marketing/advertising budget provides funds for printing, publication, supplies, advertisement placement and miscellaneous needs relating to the promotion of positive public relations.

Approved: December 8, 2021

Board President: 

Laurie St. Aubin-Whelihan

To be reviewed every five (5) years.

Review dates: January 2026