

Keene Public Library
Policy Committee Meeting
Tuesday February 4th, 2014

Present: Kathleen Packard, Nancy Vincent, Bill Stroup

1. The meeting was called to order by Chair Kathleen Packard at 9:06am.
2. The Minutes of the December 17th meeting were presented for approval.
On a motion duly made by Bill Stroup and seconded by Kathleen Packard, it was:
Voted: to accept the December 17th Minutes – *passed unanimously*

3. Committee Meeting:

Old Business:

- a. Nancy gave an update regarding adding a third member to the Policy Committee. She stated that Paul Henkel, the Board president, is currently speaking to Board members.
- b. Nancy still needs to look into where the programming statement is listed in the Policy/Procedures Manual or if it is not stated. If it is not in the Manual, she will find out where and how it is stated and report back to us. It is the intention of the Policy Committee to propose in the future to put that statement, as currently used in practice by staff, in the Policy Manual

New Business:

- a. The Policy Committee discussed reformatting the approved 3D Printer Use Policy as recommended by members of the Board at the last meeting. The Committee specifically looked to matching this new policy with 14.000 Internet Access Policy.

15.000 3D Printer Use Policy

- 15.001 3D printers are being used for educational, workshop, and programming purposes to make three-dimensional objects in plastic using a design that is uploaded from a digital computer file.
- 15.002 The Library's 3D printers may be used only for lawful purposes. Users will not be permitted to use the Library's 3D printers to create material that is:
 - a. Prohibited by local, state or federal law.
 - b. Unsafe, harmful, dangerous, poses an immediate threat to the well-being of others, or is otherwise inappropriate for the Library environment. (Such use may also violate the terms of use of the manufacturer.)
 - c. In violation of another's intellectual property rights. For example, the printers will not be used to reproduce material that is subject to copyright, patent or trademark protection.
- 15.003 The Library reserves the right to refuse any 3D print request.
- 15.004 Supervision of the use of the 3D Printer by library staff does not constitute knowledge,

or acknowledgement, of any unapparent final use of the 3D product, and the library specifically disclaims any knowledge thereof.

On a motion duly made by Bill Stroup and seconded by Kathleen Packard, it was:

Voted: to accept reformatting the 3D Printer Use Policy as written above – *passed unanimously*

- b. The Committee discussed whether it was “unlawful” to deny the public the right to print any object they requested (that does not violate the law). In reviewing the Internet Access Policy the Committee recognized that there is a fundamental difference in providing access to information versus fabrication and are comfortable with the parameters that have been set at this time.
- c. The Committee discussed whether or not the Internet Access Policy needed reformatting. It was unanimously agreed that the two policies are now in line, and thus it does not need review.
- d. The Committee discussed how the 3D Printer Use Policy would be posted. It was unanimously agreed that it would be posted in line with how the Internet Access Policy is posted. Thus, the 3D Printer Use Policy will be posted with the formatting removed.

Meeting adjourned at 10:05am.

Respectfully submitted,

Kathleen Packard
Policy Committee Chair