



**FARMERS BRANCH**  
TEXAS

# Discuss Library Policies

Study Session Meeting | June 16, 2026

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Requested By: Parks and Recreation Department



## Discuss Library Policies

# Background

- 1** In September 2025, Texas Administrative Code–Texas State Library and Archives Commission library accreditation requirements changed.
- 2** The state minimum requirements for accreditation focus on these four areas: Circulation, Collection Development, Technology Use, and Information Security and Privacy.
- 3** The Library Policies have never been adopted by the City Council, only staff and the Library Board have reviewed the policies.
- 4** Based on the new state requirements, the Library Policies must be approved by the library’s governing authority, the City Council.
- 5** This meeting will provide the City Council with the opportunity to review the policies in preparation for adoption of the policies at a future meeting.

## Discuss Library Policies

# Policy Focus Areas



### Circulation

Circulation is the rules regarding the use of library materials i.e. how long materials can be used and fines and fees.



### Collection Development

Collection development deals with procedures for selecting, evaluating, and withdrawing materials.



### Technology Use

Technology use is the use of all electronic resources offered in the library that provide access to information, educational, recreational, and cultural resources.



### Information Security and Privacy

The library protects the privacy of library patrons by prohibiting third parties from accessing patron information in accordance with Texas Government Code Section 552.124.



The screenshot shows the website for Farmers Branch Manske Library. The header includes the library name and navigation links: "Your Library", "Browse & Borrow", and "Resources". A search bar is present with the placeholder text "I'm looking for...". A sidebar menu on the left lists: "City Home", "About Manske Library", "Book Art Installation", "Contact The Library", "History of the Library", "Library App", and "Library Calendar of Events". The main content area displays the breadcrumb "Home > Departments > Library > Your Library > Library Policies" followed by the heading "Library Policies" and a sub-heading "Learn How to Best Use Your Library". Below this, a list of PDF links is provided:

- [Circulation Policy \(PDF\) \(pdf, 207.81 KB\)](#)
- [Collection Development Policy \(PDF\) \(pdf, 360.29 KB\)](#)
- [Computer and Internet Policy \(PDF\) \(pdf, 208.24 KB\)](#)
- [Interlibrary Loan Policy \(PDF\) \(pdf, 219.78 KB\)](#)
- [Standards of Behavior \(PDF\) \(pdf, 656.19 KB\)](#)

# Key Takeaways

**The proposed revisions are largely administrative, legal, and operational updates rather than major policy shifts.**

**The most significant changes are:**

- 1. Enhanced Privacy protections.**
- 2. Formal appeals procedures.**
- 3. Streamlined Rules of Conduct.**
- 4. Revised materials challenge process.**
- 5. Updated Safe Children provisions.**
- 6. Updated Interlibrary Loan and Circulation Practices.**

**The revisions provide clearer guidance for patrons and staff, improve legal compliance, and reduce organizational risk while preserving library principles.**



City Home

## Get Your Free Library Card Today!

Gain access to ebooks, movies, newspapers, and more.

[This is a Link to more](#)



### Board Redline Review

The Library Board reviewed the updated policies at two Board meetings in February and April 2026.



### City Attorney Redline Review

The City Attorney reviewed the Library Board recommended policies for legal and formatting updates.



### Final version

A final clean version of the policies, incorporating input from staff, the Board, and the City Attorney, will be provided for City Council Review.

# Questions

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