This document describes the Library Board’s policy regarding the administration and use of vehicles in the possession of the Library.

Effective Date: July 12, 2012
Reviewed: October 27, 2021

PRIVATE USE
a. Private use of vehicles possessed by the Library is forbidden. (K.S.A. 8-301, 8-307)

LABELING
b. All vehicles owned or leased by the Library will be labeled in accordance to the provisions of K.S.A. 8-305.

KEPT AT HOME
c. Vehicles possessed by the Library may be kept at the home of library employees under conditions described in K.S.A. 8-307 only with the written permission of the County Librarian.

PROCEDURES
d. The County Librarian will ensure the establishment of procedures governing the use of library vehicles.