

## **Introduction**

It is the belief of the Board of Trustees that good personnel administration is concerned with the welfare of each employee as well as their efficiency. Effectively administered, the personnel policies adopted by the Board of Trustees should result in job satisfaction and harmonious relationships between administration and employees.

It is essential, however, for all employees to always bear in mind that the Library exists to serve its public and that the staff is expected to give user needs priority. Library policies will reflect this primacy of service to the user. At the same time, the Trustees recognize and respect the needs and aspirations of Library employees, and these personnel policies exist to help make employment at the Library productive, rewarding and pleasant.