

Revision Log for Kingston Public Library Operating Policies/Forms

DATE	ID. No.	Rev. No.	Pgs.	Description/Change
2/14/2013	KPLP-1	0	1	Procedure for control of KPLP-1 initial release
9/12/2013	KPLF-1	2	2	Revision Log used with KPLP-1, first revision
2/14/2013	KPLP-2	0	2	Policy for Children and Young Adult, initial release
2/14/2013	KPLP-3	0	2	Policy for Circulation, initial release
2/14/2013	KPLF-3	0	1	Interlibrary form used with KPLP-3, initial release
2/14/2013	KPLP-4	0	1	Policy for Opportunities for Improvements, initial release
2/14/2013	KPLF-4	0	1	Opportunity for Improvement Form for used with KPLP-4, Initial release
2/14/2013	KPLP-5	0	2	Policy for Patron's Request for Reconsideration of Library Materials, Initial release
2/14/2013	KPLF-5	0	2	Patron's Request for Reconsideration of Library Materials, Initial release
2/14/2013	KPLP-6	0	2	Operation of Library during Director's Absence, Initial release
9/12/2013	KPLP-7	0	1	Library Foundation, initial release
9/12/2013	KPLP-8	0	2	Video Surveillance of KPL, initial release
9/12/2013	KPLF-8	0	1	KPL Incident Report, initial release
9/12/2013	KPLP-9	0	1	Library Card Registration, initial release
9/12/2013	KPLF-9	0	1	Application for Library Card, initial release
9/12/2013	KPLP-10	0	1	Inclement Weather, initial release
9/12/2013	KPLP-11	0	2	General Materials Selection Policy, initial release
9/12/2013	KPLP-12	0	2	Library Internet Use, initial release

9/12/2013	KPLF-12	0	1	Internet Use Agreement
9/12/2013	KPLP-13	2	1	Policy on Receipt of Monies, first revision
9/12/2013	KPLP-14	0	2	Laptop Computer Checkout Guidelines/Liability Agreement, initial release
9/12/2013	KPLP-15	0	1	Professional Behavior for Staff and Volunteers, initial release
9/12/2013	KPLP-16	0	1	Exhibits, initial release
9/12/2013	KPLF-16	0	1	Application to Exhibit, initial release
9/12/2013	KPKP-17	0	1	Gifts and Donations, initial release
9/12/2013	KPLP-18	0	1	Problem Behavior and Suspension of Access to Library Services, initial release
9/12/2013	KPLF-19	0	1	Application for use of Meeting Room, initial release
3/9/2017	KPLP-19	1	2	Meeting Room, revision
3/8/2018	KPLP-2	1	2	Children and YA, revision
3/8/2018	KPLP-3	1	4	Circulation, revision
3/8/2018	KPLF-3A	0	1	Claims returned form, initial release
4/12/2018	KPLP-4	1	1	Opportunities for improvement, revision
4/12/2018	KPLF-4	1	1	Opportunities for improvement form, revision
4/12/2018	KPLP-5	1	2	Reconsideration of materials, revision
4/12/2018	KPLF-5	1	2	Reconsideration of materials form, revision
8/09/2018	KPLP-8	1	2	Video surveillance policy, revised
8/09/2018	KPLF-8	1	1	Incident report, revision
8/09/2018	KPLF-8B	0	1	Staff incident report, initial release

9/18/2018	KPLP-9	1	2	Library card registration, revised
9/18/2018	KPLF-9A	1	2	Revision of original library card application
9/18/2018	KPLF-9B	0	2	Juvenile card application, initial release
9/18/2018	KPLP-10	1	1	Inclement weather policy, revision
11/8/2018	KPLP-12	1	2	Internet use policy, revision
11/8/2018	KPLP-13	1	1	Receipt of monies policy, revised
12/13/2018	KPLF-12	1	1	Internet use; the information is now displayed on the patron computer screens.
12/13/2018	KPLP-15	1	1	Professional behavior, revision
1/10/2019	KPLP-18	1	1	Code of conduct; name changed from Problem behavior policy, revision
2/14/2019	KPLP-20	0	3	Social media policy, new release
2/14/2019	KPLF-20	1	1	Media release form, revision