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**APPLETON PUBLIC LIBRARY**  
225 North Oneida Street  
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(920) 832-6170 | FAX: (920) 832-6182

**TO: Members of the Appleton Public Library Personnel and Policy Committee/Board of Trustees**  
**FROM: Colleen Rortvedt, Library Director**  
**DATE: March 1, 2022**  
**RE: Temporary Library Operations and Policy Suspensions**

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The limitations of the temporary library will result in a reduction of certain services. Policies pertaining to these services will be suspended until we move into the new library.

The following policies should be suspended during the period of operating in the temporary library:

1. Comfort Room Policy
2. Displays Policy
3. Meeting and Study Room Policy
4. Piano Policy

These will be reviewed for relevance and brought to the Board for approval should the policies require updates to be relevant in the new library.