

ASHTABULA COUNTY DISTRICT LIBRARY
PUBLIC SERVICES POLICY

SECTION:	PS 1	ADMINISTRATIVE
SUBSECTION:		
POLICY:	PS 1.8	CONSULTANTS
REVISIONS:		11/14/84

Any consultant hired by the Ashtabula County District Library for help in developing, performing or evaluating a service or project for the Ashtabula County District Library must be proposed by the library director or a board member at a full board meeting and voted upon by the board.

Said individual or company may be asked to present a brief written resume and list his/her qualifications for the specific job.

The specific task in mind must be approved by the board of directors and the specific dates and length of service, specific duties involved and rate of pay or the honorarium given must be detailed in the report to the board before the person is to be approved.

A written contract will be drawn up and notarized between the individual/company and the library board and entered into the minutes of said board meeting.