



Hortonville Public Library

Volunteer Policy

Created January 2017 by Rachel Martens

The Hortonville Public Library will accept volunteer help only with the consent of the library director. Volunteers under the age of 16 must also have consent from a parent/guardian to be accepted. Volunteers shall not be under 12 years of age; shall not be paid for their services; shall follow all enforced policies; shall perform duties as requested by the library staff; shall be respectful to all library patrons; shall not perform any tasks which would violate patron privacy. Volunteers will be dismissed by the library director if rules are not followed. Volunteers must provide an emergency contact and sign the release of information authorization, thereby consenting to a background check. Neither the Village of Hortonville nor the Hortonville Public Library accepts any liability for the health and safety of volunteers for actions which are the volunteer's own doing.

Approved: January 3rd, 2017