

Meredith Public Library Staff Training Policy

The Trustees of the Meredith Public Library believe strongly that continual training is paramount in allowing the staff to provide the highest quality customer service to library patrons. In order to encourage this practice, the Trustees have established a Staff Training Policy

The Trustees have established a training fund for Library staff with a budgeted amount available annually. All classes, conferences and workshops must be approved in advance by the Library Director before they can be considered for payment. Library staff will be paid for their time while attending these events. Mileage and parking will be reimbursed with proper documentation.

Staff will be asked to share what was learned at these events at the next staff meeting and should report the attendance on their monthly self-evaluation sheet.