



C-002

## **Richmond Heights Memorial Library USE OF VOLUNTEERS**

As a method for area residents to become familiar with the Library and create opportunities for individuals to feel personal satisfaction while performing a valuable service for the community, the Richmond Heights Memorial Library welcomes members of the community to volunteer their time and talents to enrich and expand Library services.

Volunteers are selected based upon their qualifications and the needs of the library at any given time. Requests for community service volunteer work will be considered on a case by case basis. All prospective adult volunteers must complete a criminal background check.

Volunteers perform tasks for the Richmond Heights Memorial Library without wages, benefits, or compensation of any kind. The library does not provide Workers Compensation coverage for volunteers. Volunteers are not to use their positions for unauthorized personal gain.

Volunteers are recognized by the public as representatives of the library and shall be guided by the same work and behavior codes as employees.

*Adopted by the RHML Library Board of Trustees April 17, 2000  
Revised and adopted by the Board of Trustees, March, 2015  
Revised and adopted November 18, 2024*