

The Gloversville Public Library recognizes that every member of our community has a fundamental right to live without discrimination and deserves equal justice under the law. We recognize that there are historical and institutionalized obstacles to equity, and strive to ensure that our programs and services respect the rights and dignity of each individual by promoting tolerance, freedom, fairness, and equity for all. We commit to:

- Regularly examining library policies, procedures, practices, programs, and services in order to move towards eliminating all barriers to access and opportunity – both among staff and in the community
- Continually maintaining an environment of diversity, inclusion and respect in fulfilling the Library’s mission
- Engaging marginalized members of our community in decision making about library services and resources
- Sharing resources that reflect the diverse experiences of, and have an impact on, disenfranchised and marginalized communities
- Acknowledging that our responsibilities to the community cross racial, cultural, economic, and ideological differences

Adopted October 20, 2020
Reviewed February 20, 2024
Reviewed January 21, 2026

Financial Reporting

The Library Director shall authorize the payment of all claims made for purchases. The Vice President for Finance shall report such activity to the Board of Trustees on a monthly basis.

Unintentional Failure to Comply

The unintentional failure to fully comply with the provisions of General Municipal Law, §104-b shall not be grounds to void action taken or give rise to a cause of action against the Gloversville Public Library or any officer or employee thereof.

Approved: October 2012

Reviewed February 1, 2017

Reference

Section 104-b provides that:

"2. Such policies and procedures shall contain provisions which, among other things:

a. prescribe a procedure for determining whether a procurement of goods and services is subject to competitive bidding and documenting the basis for any determination that competitive bidding is not required by law;

b. provide that, except for procurements made [through the County, off State Contract, or through the Department of Correctional Services], or the policies and procedures adopted pursuant to paragraph f of this subdivision, alternative proposals or quotations for goods and services shall be secured by use of written requests for proposals, written quotations, verbal quotations or any other method of procurement which furthers the purposes of this section;

c. set forth when each such method of procurement will be utilized, taking into account which method will best further the purposes of this section and the cost-effectiveness of the method;

d. require adequate documentation of actions taken in connection with each such method of procurement;

e. require justification and documentation of any contract awarded to other than the lowest responsible dollar offer or, setting forth the reasons such an award furthers the purpose of this section; and

f. identify the individual or individuals responsible for purchasing and their respective titles. Such information shall be updated biennially.

g. set forth any circumstances when, or types of procurements for which, in the sole discretion of the governing body (or in the case of cities with a population of one million or more, the procurement policy board), the solicitation of alternative proposals or quotations will not be in the best interest of the political subdivision or district therein."