

# CITY OF PALM DESERT STAFF REPORT

---

MEETING DATE: December 11, 2025

PREPARED BY: Angelique Hodges, Management Analyst  
Shannon Vonnegut, Director of Library Services

SUBJECT: RESOLUTION ADOPTING UPDATES TO THE LIBRARY SERVICES'  
POLICIES TO REPLACE AND SUPERCEDE RESOLUTION NO. 2024-039

---

## **RECOMMENDATION:**

Adopt a Resolution entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM DESERT, CALIFORNIA, ADOPTING UPDATED LIBRARY SERVICES POLICIES LIBR-002, LIBR-003, LIBR-004, LIBR-005, LIBR-006, AND LIBR-010, TO REPLACE AND SUPERSEDE THE VERSIONS PREVIOUSLY ADOPTED UNDER RESOLUTION NO. 2024-039"

## **BACKGROUND/ANALYSIS:**

On June 27, 2024, through Resolution No. 2024-039, and on August 22, 2024, through Resolution No. 2024-060, the City Council adopted Library Policies 1–15. Approval of these updated policies were necessary to ensure alignment with applicable laws, City procedures, and operational needs.

Since the City of Palm Desert assumed operational responsibility for the Library from the County of Riverside over one year ago, a thorough review of library operations has been conducted. Based on insights during the first year of management, the City Council is now presented with proposed amendments to the existing Library policies designed to enhance and clarify current operations and ensure continued alignment with state standards and best practices including compliance with the California Freedom to Read Act (AB 1825), which requires public libraries to establish and maintain a written and publicly accessible collection development policy by January 1, 2026.

The California Freedom to Read Act affirms the public's right to access a wide range of materials and viewpoints and prohibits censorship based on personal or political beliefs. It requires every public library to maintain a transparent, written collection development policy that outlines how materials are selected, retained, or removed, and to make that policy publicly accessible by January 1, 2026. These policy updates are intended to ensure the continued delivery of excellent library services, provide clearer guidance for patron conduct, operational expectations, and data privacy protections.

The attached amendments to the Library Policies are crafted to establish well-defined standards that support a secure, healthy, and pleasant environment for visitors and staff. The City Council's adoption of these updates will reinforce our shared commitment to maintaining the Palm Desert Library as a vital and accessible community resource.

The proposed amendments, included as Exhibit A to the resolution, incorporate the following key updates:

**LIBR 002** – **Circulation Policy**: Interlibrary loan clarification

**LIBR 003** – **Code of Conduct Policy**: Added health-related language for wounds.

**LIBR 004** – **Collection Development Policy**: Expanded General Policies in Section III, A. criteria for selection of materials for AB 1825 compliance.

**LIBR 005** – **Community Room Policy**: Clarification on “no-shows” for the Community Room reservations.

**LIBR 006** – **Computer Use, Booking & Printing Policy**: Clarification on printing limit.

**LIBR 010** – **Privacy and Confidentiality Policy**: Updated the Patron Use Section, added text messaging language, third-party partners, and data security information.

All other Library Services policies adopted and under Resolution No. 2024-039 and 2024-060 remain unchanged and in full force and effect.

**LEGAL REVIEW:**

The amendments to the policies have been reviewed by the City Attorney’s Office.

**FINANCIAL IMPACT:**

There is no direct Financial Impact associated with the adoption of the amended policies.

**ATTACHMENTS:**

1. Resolution
2. Exhibit A: Draft of Library Policies