

**TRI-PAR ESTATES PARK AND RECREATION DISTRICT  
POLICY AND PROCEDURE MANUAL**

**ITEM 5.15 LIBRARY**

1. The library is available to all residents with a fob for access.
2. The library will contain paper back books and magazines. Jig-saw puzzles will also be accepted.
3. At the discretion of library volunteers, books will be shelved according to author or subject.
- 4 Returned books shall be placed in a designated area and will be re-shelved by the library volunteers.
5. Books can be periodically removed and discarded as necessary by library volunteers.

Adopted by Trustees – 10/20/2015  
Amended – 04/02/2019