

PROPOSAL TO STANDARDIZE LIBRARY NAME October 10, 2012

Proposal to standardize library name

Currently the Branch District Library has no standard way that the library and the branches must be labeled as/referred to as in internal and external publications. I proposed that ALL branches begin using the following labeling format:

Branch District Library

• This refers to the entire library system

Individual branch labels:

• Branch District Library – Coldwater Branch

OR

• Coldwater Branch Branch District Library