



## **Naming of Library Facilities Policy**

### **Purpose and Scope:**

The Burlington Public Library Board is responsible for naming all public library facilities within its jurisdiction including buildings, leased locations, and rooms.

The Burlington Public Library Board will give priority to naming its facilities based on the geographic location.

Commemorative names are limited to naming rooms or parts of facilities.

### **Statement of Policy:**

The Burlington Public Library Board recognizes that geographic names or community names serve as a locator for the facility and foster a sense of identity and place. As such, the Burlington Public Library Board will give preference to names that reflect the geographical location of the facilities or names that represent the community, neighbourhood or street(s) where they are located. In some circumstances, names that represent the function of the facility are acceptable, e.g. Central or Main library.

Names will be considered based on the following priorities:

- Geographic location, either the community name or the street location where the facility is situated
- The name of the complex when the library is part of a shared facility

The Burlington Public Libraries actively engages the community in the naming process. Recommendations may be submitted in writing to the Library Board.

Effective Date: May 17, 2012

Projected Review Date:

Motion #/Date: #12-51, May 17, 2012

Amended Dates: #18-54, May 2018

Associated Procedures: Library Property and Facilities Policy; Naming of Burlington Library Rooms and Spaces Policy