

# Chapter 304-12 WAC

## SUBSTANTIVE RULES

### WAC

304-12-030	Library council of Washington created—Appointments—Terms—Expenses.
304-12-045	Washington state advisory council on libraries—Duties.
304-12-047	Library council of Washington—Mission—Roles.
304-12-125	General statement of criteria.

### DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

304-12-010	Policy. [Order 1-72, § 304-12-010, filed 5/24/72; Rules, filed 3/16/60.] Repealed by WSR 96-04-045, filed 2/5/96, effective 3/7/96. Statutory Authority: RCW 27.04.030.
304-12-015	Services grant programs in Washington—Principles. [Order 3542, § 304-12-015, filed 7/11/72; Order, § 304-12-015, filed 6/22/71.] Repealed by WSR 84-07-020 (Order 84-1), filed 3/14/84. Statutory Authority: RCW 27.04.060.
304-12-020	Washington library planning and development committee created—Appointments—Terms—Expenses. [Statutory Authority: RCW 27.04.060. WSR 84-07-020 (Order 84-1), § 304-12-020, filed 3/14/84.] Repealed by WSR 96-04-045, filed 2/5/96, effective 3/7/96. Statutory Authority: RCW 27.04.030.
304-12-025	Washington library planning and development committee—Duties. [Statutory Authority: RCW 27.04.030 and 27.04.060. WSR 86-12-067 (Order 86-02), § 304-12-025, filed 6/4/86. Statutory Authority: RCW 27.04.060. WSR 84-07-020 (Order 84-1), § 304-12-025, filed 3/14/84.] Repealed by WSR 96-04-045, filed 2/5/96, effective 3/7/96. Statutory Authority: RCW 27.04.030.
304-12-035	Washington council on continuing education—Duties. [Statutory Authority: RCW 27.04.040. WSR 87-20-070 (Order 87-02), § 304-12-035, filed 10/6/87.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030(1).
304-12-040	Washington state advisory council on libraries created—Appointments—Terms—Expenses. [Statutory Authority: RCW 27.04.030 and 27.04.060. WSR 86-12-067 (Order 86-02), § 304-12-040, filed 6/4/86.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030(1).
304-12-050	Privacy of library circulation records policy. [Order 1-72, § 304-12-050, filed 5/24/72.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030(1).
304-12-070	Washington state library gift policy. [Order 1-72, § 304-12-070, filed 5/24/72.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030(1).
304-12-120	Federal construction grant program—Rules complying with. [Rules, filed 10/19/67; Rules, filed 1/26/67, 7/29/66, 4/8/65; Emergency rules (part), filed 2/8/65, 6/11/64, 4/16/64.] Repealed 6/22/71.
304-12-127	Demonstration programs in Washington—Principles. [Order, § 304-12-127, filed 6/22/71.] Repealed by Order 3542, filed 7/11/72.
304-12-130	Demonstration grant programs—Rules. [Order, § 304-12-130, filed 6/22/71; Rules (part), filed 4/8/65; Emergency rules (part), filed 2/8/65.] Repealed by Order 3542, filed 7/11/72.
304-12-140	Other services grant programs—Principles. [Statutory Authority: RCW 27.04.030 and 27.04.060. WSR 87-07-029 (Order 87-01), § 304-12-140, filed 3/13/87. Statutory Authority: RCW 27.04.030. WSR 85-20-032 (Order 85-01), § 304-12-140, filed 9/24/85; Order 1-75, § 304-12-140, filed 7/21/75; Order 3542, § 304-12-140, filed 7/11/72; Order, § 304-12-140, filed 6/22/71; Rules (part), filed 4/8/65; Emergency rules (part), filed 2/8/65.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030 (1).

304-12-145	Other services grant programs—Rules. [Statutory Authority: RCW 27.04.030. WSR 96-04-045, § 304-12-145, filed 2/5/96, effective 3/7/96. Statutory Authority: RCW 27.04.030 and 27.04.060. WSR 86-12-067 (Order 86-02), § 304-12-145, filed 6/4/86.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030(1).
304-12-150	Other services grant programs—Criteria for other services grant program. [Order, § 304-12-150, filed 6/22/71; Rules (part), filed 4/8/65; Emergency rules (part), filed 2/8/65.] Repealed by Order 3542, filed 7/11/72.
304-12-155	Evolutionary grants. [Order 3542, § 304-12-155, filed 7/11/72; Order, § 304-12-155, filed 6/22/71; Rules (part), filed 1/26/67.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
304-12-160	Evolutionary grants—Duration. [Rules (part), filed 4/8/65.] Repealed 6/22/71. See WAC 304-12-225.
304-12-170	Merger grants. [Order 3542, § 304-12-170, filed 7/11/72; Rules (part), filed 4/8/65; Emergency rules (part), filed 2/8/65.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
304-12-180	Establishment grants. [Order 3542, § 304-12-180, filed 7/11/72; Rules (part), filed 4/8/65; Emergency rules (part), filed 2/8/65.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
304-12-190	Extended service grants. [Order 3542, § 304-12-190, filed 7/11/72; Order, § 304-12-190, filed 6/22/71; Rules (part), filed 4/8/65; Emergency rules (part), filed 2/8/65.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
304-12-191	Network grants. [Order 3542, § 304-12-191, filed 7/11/72.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
304-12-192	Education and training grants. [Order 3542, § 304-12-192, filed 7/11/72.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
304-12-200	Evolutionary grants—Education for librarianship grants. [Rules (part), filed 4/8/65; Emergency rules (part), filed 2/8/65.] Repealed by Order 3542, filed 7/11/72.
304-12-210	Evolutionary grants—In-service training grants. [Rules (part), filed 4/8/65; Emergency rules (part), filed 2/8/65.] Repealed by Order 3542, filed 7/11/72.
304-12-220	Research and planning grants. [Order 3542, § 304-12-220, filed 7/11/72; Rules (part), filed 4/8/65; Emergency rules (part), filed 2/8/65.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
304-12-225	Duration. [Order 3542, § 304-12-225, filed 7/11/72; Order, § 304-12-225, filed 6/22/71.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
304-12-230	State operational grants—Principles. [Rules (part), filed 1/26/67; Rules (part), filed 4/8/65.] Repealed 6/22/71. See WAC 304-12-300.
304-12-240	State operational grants—Principles. [Rules (part), filed 1/26/67; Rules (part), filed 4/8/65.] Repealed 6/22/71. See WAC 304-12-305.
304-12-250	State operational grants—Definitions. [Rules (part), filed 1/26/67.] Repealed 6/22/71. See WAC 304-12-310.
304-12-260	Duration of grants. [Rules (part), filed 4/8/65. Formerly codified as WAC 304-12-160.] Repealed 6/22/71.
304-12-270	Construction grant program—Principles. [Order 1-75, § 304-12-270, filed 7/21/75; Order, § 304-12-270, filed 6/22/71.] Repealed by WSR 83-13-075 (Order 83-3), filed 6/17/83. Statutory Authority: RCW 27.04.060.
304-12-275	Construction grant program—Criteria. [Statutory Authority: RCW 27.04.060. WSR 83-13-075 (Order 83-

- 3), § 304-12-275, filed 6/17/83; Order, § 304-12-275, filed 6/22/71.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030(1).
- 304-12-290 Construction grant program—Rules. [Statutory Authority: RCW 27.04.030. WSR 96-04-045, § 304-12-290, filed 2/5/96, effective 3/7/96. Statutory Authority: Chapter 27.04 RCW. WSR 88-07-087 (Order 88-03), § 304-12-290, filed 3/21/88. Statutory Authority: RCW 27.04.030 and 27.04.060. WSR 86-12-067 (Order 86-02), § 304-12-290, filed 6/4/86. Statutory Authority: RCW 27.04.060. WSR 83-13-075 (Order 83-3), § 304-12-290, filed 6/17/83; Order, § 304-12-290, filed 6/22/71.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030(1).
- 304-12-300 State operational grants—Principles. [Order, § 304-12-300, filed 6/22/71. Formerly WAC 304-12-230.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
- 304-12-305 State operational grants—Rules and regulations for allocation of operational grants. [Order 1-75, § 304-12-305, filed 7/21/75; Order, § 304-12-305, filed 6/22/71. Formerly WAC 304-12-240.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
- 304-12-310 State operational grants—Definitions. [Order, § 304-12-310, filed 6/22/71. Formerly WAC 304-12-250.] Repealed by WSR 85-20-032 (Order 85-01), filed 9/24/85. Statutory Authority: RCW 27.04.030.
- 304-12-350 Forms—Application for a grant. [Statutory Authority: RCW 27.04.030 and 27.04.060. WSR 86-12-067 (Order 86-02), § 304-12-350, filed 6/4/86. Statutory Authority: RCW 27.04.030. WSR 85-20-032 (Order 85-01), § 304-12-350, filed 9/24/85; Order, § 304-12-350, filed 6/22/71.] Repealed by WSR 96-04-045, filed 2/5/96, effective 3/7/96. Statutory Authority: RCW 27.04.030.
- 304-12-360 Forms—Application—Public library construction grant. [Statutory Authority: RCW 27.04.060. WSR 83-13-075 (Order 83-3), § 304-12-360, filed 6/17/83; Order, § 304-12-360, filed 6/22/71.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030(1).
- 304-12-370 Forms—Contract. [Statutory Authority: RCW 27.04.-060. WSR 83-13-075 (Order 83-3), § 304-12-370, filed 6/17/83; Order, § 304-12-370, filed 6/22/71.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030(1).
- 304-12-380 Rules and regulations for aid to library districts—Principle. [Order 2-73, § 304-12-380, filed 8/14/73.] Repealed by WSR 00-11-028, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030(1).
- Appendix A [Filed 10/19/67.] Repealed 6/22/71. See WAC 304-12-350, 304-12-360 and 304-12-370.
- Appendix B [Filed 10/19/67.] Repealed 6/22/71. See WAC 304-12-350, 304-12-360 and 304-12-370.

**WAC 304-12-030 Library council of Washington created—Appointments—Terms—Expenses.** The library council of Washington shall consist of thirteen members appointed by the commission. Members shall be appointed to broadly represent the library community as specifically outlined by the commission. A term shall be defined as three years, to begin on January 1 of each year. No person shall be appointed for more than two consecutive terms. An individual completing an unexpired term will be considered to have served a full term. Council members shall serve without compensation, but will be reimbursed for subsistence, lodging, and travel expenses for council meetings and approved business of the council, in accordance with the provisions of the Washington state travel regulations.

[Statutory Authority: RCW 27.04.030(1). WSR 00-11-028, § 304-12-030, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.030. WSR 94-11-023, § 304-12-030, filed 5/6/94, effective 6/6/94; WSR 92-08-023, § 304-12-030, filed 3/23/92, effective 4/23/92. Statutory Authority: RCW 27.04.040. WSR 87-20-070 (Order 87-02), § 304-12-030, filed 10/6/87.]

**WAC 304-12-045 Washington state advisory council on libraries—Duties.** The council shall act as an advisory body to the Washington state library commission and staff on the development and execution of the federally-funded program of library service.

[Statutory Authority: RCW 27.04.030 and 27.04.060. WSR 86-12-067 (Order 86-02), § 304-12-045, filed 6/4/86.]

**WAC 304-12-047 Library council of Washington—Mission—Roles.** The mission of the library council of Washington is to promote access to library service and information resources for all people in Washington state. To meet this commitment, the council's membership represents the broadest possible range of library community interests. The roles of the council shall include to:

(1) Serve as a catalyst for developing and implementing statewide library programs that will improve service at all Washington libraries;

(2) Provide a forum for the library community to discuss issues of concern, with individual members keeping their constituents abreast of the council's progress and regularly requesting their input;

(3) Advise the Washington state library commission and state library staff on statewide areas of need in library service;

(4) Encourage and support multitype cooperation throughout the state;

(5) Assist in the development, implementation and evaluation of statewide library development plans and long-range library services and technology act (LSTA) plans;

(6) Advise the Washington state library commission on the use of federal funds;

(7) Pursue opportunities for collaboration with other agencies and community partners that share similar interests with libraries.

[Statutory Authority: RCW 27.04.030(1). WSR 00-11-028, § 304-12-047, filed 5/9/00, effective 6/9/00.]

**WAC 304-12-125 General statement of criteria.** (1) In a free and open society the mission of libraries is to be aware of individuals' need for knowledge and personal growth and to respond to those needs by providing access to the wisdom, experience and imagination of mankind.

(2) The state agency's criteria for determining the adequacy of library service to the public are:

(a) That ninety percent of the requests by library users for specific titles is available through their library in a manner that is satisfactory to the users.

(b) That ninety percent of the requests by library users for works by a particular author or creator is available through their library in a manner that is satisfactory to the users.

(c) That ninety percent of the requests by library users for materials on a specific subject is available through their library in a manner that is satisfactory to the users.

(d) That ninety percent of the requests by library users for information is answered through their library in a manner that is satisfactory to the users.

(e) That ninety percent of the people in a library's service area is aware of the kinds of services provided by their library.

(f) That the percentage of use by each demographic group as defined in the Library Services and Construction Act regulations is the same, +/- fifteen percent, based on the highest percentage of use.

The determination of adequacy is made by comparing these criteria with annual reports which by law must be submitted to the state agency by each public library.

[Statutory Authority: RCW 27.04.030(1). WSR 00-11-028, § 304-12-125, filed 5/9/00, effective 6/9/00. Statutory Authority: RCW 27.04.060. WSR 84-07-020 (Order 84-1), § 304-12-125, filed 3/14/84; Order 1-75, § 304-12-125, filed 7/21/75; Order 3542, § 304-12-125, filed 7/11/72; Order, § 304-12-125, filed 6/22/71.]