Artificial Intelligence (AI) Policy

The Holderness Free Library is committed to utilizing Artificial Intelligence (AI) technology to enhance library services, improve user experiences, and optimize library management. This policy outlines the principles and guidelines for the responsible use of AI within our library. Due to the very nature of AI this policy may be considered a *living document* as it is not feasible for this policy to updated in the same manner as other established library policies.

Ethical Use of AI

- **Privacy and Data Protection**: AI systems will adhere to library's strict data privacy regulations to protect personal information.

- **Bias and Fairness**: Measures will be taken to prevent discriminatory outcomes resulting from algorithmic biases.

- **Concurrent With Adopted Policies**: The use of any AI or system will follow the guidelines and already established policies of the Holderness Free Library.

Staff Training

- **Skill Development**: Staff will be trained on AI system operations and ethical considerations.

- **Support Structure**: A support system will be in place to address AI-related queries and issues.

Legal and Compliance

- **Regulatory Adherence**: All AI applications and uses will comply with current laws and regulations relevant to library operations on both a state and federal level.

Evaluation

- **Performance Review**: AI applications and systems will be regularly evaluated.

- **Policy Audit**: This policy will be reviewed in a timely fashion to adapt to new developments.

Public Communication and Feedback

- **Engagement**: The library will openly communicate its AI initiatives and encourage public engagement.

- **Feedback Channels**: Users will be able to provide feedback on their experience with AI in the library through multiple channels.

- **Recognition of use**: Where applicable, notation will be made to clarify the role and use of AI for, but not limited to, an illustration, document, or post.

Practical Uses of AI in a Library Setting

- **Workflow Management**: AI may be used by the staff to automate routine tasks and or simplify tedious work.

- **Information Retrieval and Management**: AI can power advanced search systems to help patrons and library workers find resources more efficiently.

- **Chatbots and Virtual Assistants**: Libraries can implement AI-driven chatbots and virtual assistants to provide 24/7 help to visitors.

- **Cataloging and Classification**: AI can automate the cataloging process by classifying books and materials into the correct categories using machine learning algorithms, saving librarians considerable time and effort.

- **Digital Archiving**: AI can be used to digitize and archive old texts and manuscripts. Image recognition and text analysis can make these archives searchable and more accessible to the public.

- **Training and Education**: Libraries can use AI to create personalized learning plans for patrons, helping them develop skills in areas such as literacy, technology, and research.

Approved by the Holderness Board of Trustees on December 11, 2023