

# TRACE



At the Round Lake Area Public Library, we are committed to cultivating a respectful, equitable, and collaborative workplace. This commitment guides our interactions, decisions, and daily operations, ensuring a productive and supportive environment for our staff and patrons.

## TIME



We hold staff time in high regard, recognizing its significance in delivering prompt and accurate information. We prioritize timely responses and efficient delivery of services, enabling us to meet the needs and expectations of our valued patrons.

## RESPECT



Respect forms the foundation of our professional conduct. We hold ourselves to the highest standards, refraining from gossip, inappropriate comments, and unprofessional behavior. We promote good work ethics, encouraging our staff to exhibit integrity, dedication, and diligence in completing their tasks.

## ACCOUNTABILITY



Accountability is paramount to maintaining a healthy work environment. We uphold integrity in all aspects of our work, fostering a culture where gossip is discouraged and personal responsibility is embraced. We encourage our staff to exhibit good work ethic and take ownership of their tasks and actions.

## COLLABORATION



We foster a collaborative spirit that transcends departmental boundaries. We promote active collaboration among our staff, encouraging the sharing of ideas, knowledge, and resources. Our managers and directors provide support, recognition, and guidance, fostering a sense of teamwork that enables us to achieve our shared goals.

## EQUITY



At the Round Lake Area Public Library, we are committed to fairness and equity. We believe in providing our staff with fair compensation that acknowledges their valuable contributions. We also strive to ensure a balanced workload, recognizing the importance of distributing responsibilities equitably among team members.