

**PASCO COUNTY LIBRARY SYSTEM  
POLICY MANUAL**

**SECTION: PUBLIC SERVICES**

**POLICY TITLE: POLICY APPEALS**

**EFFECTIVE DATE: NOVEMBER 2005**

**REVISED: SEPTEMBER 2013**

**FEBRUARY 2016**

In any case where a patron would like to appeal a policy decision, the appeal may be placed as follows:

1. Branch Manager or Supervisor in charge of facility.
2. Libraries Administrators: The Libraries Administrators are responsible for the supervision of all library operations.
3. Assistant County Administrator for Public Services: The Assistant County Administrator for Public Services oversees several departments including the Libraries Department.
4. County Administrator: The County Administrator is the supervisor of all County operations.
5. Board of County Commissioners (BCC): The BCC is the final authority on all County operations.

Appeals may be placed by telephone, email, in writing, or in person. Email and written appeals become public documents.

For the Trespass warnings appeals process, see Pasco County – Code of Ordinances Ord. No. 15-21.