

**Barrington Public Library
426 Calef Highway
Barrington, NH 03825
603-664-9715**

Artificial intelligence (AI) Policy

The Barrington Public Library is committed to utilizing Artificial Intelligence (AI) technology to enhance library services, improve user experiences, and optimize routine workflow.

- **Ethical and Responsible Use:** Please understand that there are ethical implications using AI and that all information delivered from AI is not always fair nor accurate. Errors and outdated information can occur with AI use. We do encourage users to cross-check any information delivered from AI to ensure accuracy. All users agree to responsible and respectful use of all AI on public computers or those on wi-fi provided by Barrington Public Library.
- **Privacy and Data Protection:** Barrington Public Library does not collect, store, or share any data entered into public computers or AI-powered tools. All AI interactions entered into public computers are temporary and are not retained for future analysis or tracking. Patrons can use AI services with confidence, knowing their inquiries remain private and secure.
- **Bias and Fairness:** Barrington Public Library will conduct annual bias audits of AI systems used by staff to ensure equitable, transparent, and responsible decision-making. These audits will assess algorithmic outputs and staff interactions for potential biases. AI tools will be tested using fairness metrics, diverse queries, and feedback from library personnel. If biases are identified, corrective actions—including data adjustments, model refinements, and increased human oversight—will be implemented. Audit findings will be reviewed internally to enhance AI fairness and align with the library's commitment to ethical technology

use. Users are encouraged to report any AI-generated responses that appear biased or inappropriate to library staff for review.

- **Transparency and Accountability:** Library staff will be trained in how AI systems work and the ethical considerations of using AI. Staff members are accountable for the outcomes of their AI use. Patrons who utilize AI on our public computers or on their personal devices while utilizing the library's free wi-fi are accountable for the outcomes of their AI use. Inappropriate use of AI tools may result in restricted access to public computers.
- **Concurrent with Adopted Policies:** The use of AI tools will follow the guidelines and already established policies of Barrington Public Library.
- **Policy Audit:** Due to the fast-moving nature of AI, this policy will be reviewed and edited to adapt to new developments, as allowed by library staff at least once a year from the last approval date.
- **Staff Workflow:** AI may be used by library staff to automate routine tasks and/or increase efficiency with the creation of marketing materials, social media posts, and other tasks as deemed necessary.
- **Information Retrieval and Managements:** AI can be used for recommendations, general inquiries, and search assistance to help patrons and library staff find resources more efficiently.
- **Training and Education:** Barrington Public Library can use AI to create learning plans for patrons, helping them develop skills in areas such as literacy, technology, and research.