

COLERAINE PUBLIC LIBRARY FINES AND FEES POLICY

GOALS

The goals of this policy are to encourage accountability for and the timely return of library materials so that there is optimal sharing of the collection so that library patrons may continue to have access to library materials.

It is a further goal of the Coleraine Public Library to work with other Arrowhead Library system members to attempt to determine common standards which meet the goals and needs of each agreeing library, thus providing a more seamless borrowing experience for library patrons.

FINES

The Coleraine Public Library reserves the right to not charge fines on overdue books from our library if they are returned in an acceptable amount of time. The lending period is two weeks for materials checked out from our library. Fines for materials checked out at or from other libraries within the Arrowhead System also appear and may be paid for at this library.

A replacement charge will be assessed for library materials which are lost or are returned damaged other than normal wear. Patrons will be charged the full original cost of the item. The Coleraine Library will offer patrons the option of donating books/movies in lieu of payment to replace lost items from our library. Charges for items belonging to other libraries will be assessed by the owning library.

FEES FOR NON-LOAN SERVICES

- The first library card is free. If lost, \$1.00 will be charged to patron.
- Printing is .15 per page
- Faxes can be sent with the assistance of library staff
\$1.00 per 1-3 pages. After 3 pages, cost will be determined by staff

Ongoing Book Sale.

The Coleraine Library collects monetary donations for the purchase of used books. Proceeds collected will be used to purchase additional children's books for the library.

Public Use of Meeting Rooms

A room is available to outside groups and individuals. There is a \$25.00 deposit and \$25.00 fee for social, fundraising, or commercial activities and for activities where a fee is charged for admission. Fees must be paid in advance of room use. Checks are payable to the Coleraine Public Library. There is no fee for not-for-profit activities.

The City of Coleraine is not responsible for accidents, injury, and loss of property while using the meeting room. The City reserves the right to change the regulations for use of the room without prior notice to any group or meeting

The kitchen is available to use. Tables and chairs are available also The group is responsible for set up and take down. All supplies will be provided by group that is renting the room. Garbage is to be taken out to the dumpster in the back of the library. The meeting room must be left in the condition it was found.

Adopted: 12/10/2015