



# Fines and Fees Policy

**Purpose:** The purpose of the Fines and Fees Policy is to ensure that the Grand Marais Public Library demonstrates good stewardship of the materials within the library among all patrons.

## Fines and Fees

<u>Items</u>	<u>Fees</u>
Adult	\$ .25 per day
Juvenile	\$ .25 per day
DVD movies	\$ .25 per day
Reserve (3 day items)	\$1.00 per day
Ipads	\$2.00 per day
eReaders	\$5.00 per day
Projector	\$25.00 per day

If fines exceed \$10.00, the patron is blocked from further borrowing.

Manual Damage fees at the director's discretion.

\$2.00 minimal damage

\$5.00 a bit more damage

\$10.00 older item or not appropriate to charge full price

Replacement cost as listed in item catalog record and is charged when the item is lost or destroyed.

Items automatically age out to a status of lost once they have been overdue for a period of time assigned to each type of material. This action occurs inside the online system, and typically transitions from overdue to lost between 40 and 50 days after the item becomes overdue, depending on the type of material that has been borrowed.

Replacement Library cards:	\$1.00
Copies	\$ .20 Black/White Copy \$ .80 Color Copy
Patron brings their own paper	\$ .10 per copy

## Fine/Fee Philosophy:

- Libraries only work when all borrowers are responsible for items checked out on their library card.
- All damage/overdue situations should have some consequences because we are funded with tax dollars.
- All patrons are invited to work off their fines by doing volunteer jobs at \$10.00 per hour.
- Replacement fees need to be paid so we can purchase new items.
- Consideration should be given to children because we want them to keep reading and they don't always have control over returning their overdue items.



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- Bad publicity can cause more harm to the library, in some cases, than the impact of an uncollected fine.

The Grand Marais Public Library reviews all policies within a five-year timeline of as deemed necessary.

**NOTE TO BOARD:** Patrons are currently charged full retail price for lost items. We purchase at a discount through Baker & Taylor.

Occasionally, we accept a replacement copy of the item from a patron, but explain to them that there are other costs involved in processing a new item back into the GM collection – staff time cataloging and covering, book covers, etc. The library board could consider a Processing Fee in the future, if this practice becomes a financial burden. Currently, people bring in their own replacement copies approximately 10 times a year.