

RESOLUTION NO. 4319

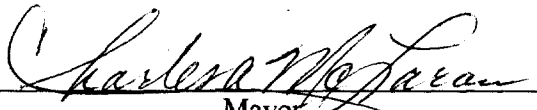
A RESOLUTION TO ADOPT THE NEW FINES AND FEES SCHEDULE FOR THE ALBANY PUBLIC LIBRARY AND REPEAL RESOLUTION NO. 3426.

WHEREAS, the cost of providing library service and the replacement of lost and damaged library materials has constantly risen; and

WHEREAS, the intent of the City is to charge nonresidents the same amount for library service as residents and to recover the cost of lost and damaged items.

NOW, THEREFORE, BE IT RESOLVED the Albany City Council does hereby adopt by resolution the attached fines and fees schedule for the Albany Public Library and repeal Resolution No. 3426.

DATED THIS 9TH DAY OF AUGUST 2000.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Recorder

## FEE POLICY

### Overdue Materials

1. It shall be the policy of the Albany Public Library to charge a fine for overdue materials.
2. Fines for overdue library materials is \$.10 per item per day to a maximum of \$5.00.

### Lost Material

1. Generally, the replacement charge for a lost item is the retail price of the item. If replacement charges are paid for a lost or damaged item within six months of the due date, no fines will be charged. If a lost item is returned within six months of the due date only applicable fines and fees will be charged. If items are more than six months overdue, the borrower will be charged both replacement charges and any applicable fines.
2. To determine the retail price of books, BOOKS IN PRINT will be consulted first. Other trade publications will be checked to determine the cost of nonbook items.

a) Adult Nonfiction	\$40.00
b) Adult Fiction	30.00
c) Adult Mass Market Paperbacks	9.00
d) Adult Reference	60.00
e) Adult Talking Books	30.00
f) Adult Trade Paperbacks	20.00
g) Young Reader Picture Books	25.00
h) Young Reader Fiction Books	25.00
i) Young Reader/Young Adult Paperbacks	8.00
j) Young Reader Nonfiction Books	30.00
k) Young Reader's Reference Books	40.00
l) Young Reader's Talking Books	30.00
m) Young Reader's Puppets	20.00
n) Young Reader's Parent Shelf	40.00
o) Young Reader's Easy Reader Books	20.00
p) Vertical File Materials	5.00
q) Cassettes	15.00
r) Compact Discs	20.00
s) Videos	40.00
t) Lost or damaged descriptive cover	10.00
u) Reference CD-ROM	100.00
v) Genealogy	50.00
w) Large Type	30.00
x) Young Adult Fiction	25.00
y) Young Adult Nonfiction	30.00
z) Periodicals	Twice Current Cover Price

3. Materials lost or damaged may be replaced by the patron with another identical item in new condition, if approved by the librarian in charge.
4. Receipts are to be given on all lost or damaged material transactions.
5. Lost book charges may be forgiven at the discretion of the Library Director in the event of extraordinary circumstances.

### Refunds

1. Fines are never refunded.

2. Found material should be returned to the Library in good condition and with the patron's copy of the receipt showing payment. If the period elapsed from the date of the receipt is less than six months, a refund (less actual fines and fees incurred) will be made and *only if the patron has their copy of the original receipt*. If more than six months from the date of the receipt, no refund will be made.

### Damaged Materials

1. Materials that have been damaged beyond repair or use to the Library are charged at replacement cost, as listed below. The material may then be kept by the patron after the barcode is removed and material stamped "withdrawn from collection" by the Technical Services Librarian.

2. Damaged materials that may still be circulated will be subject to the following charges:

Cigarette burns	50¢/page or price of book if more than 10 pages
Page torn	25¢/page if it can be mended
Ink marks	50¢/page or price of book if significant
Pages missing	Price of book
Water marks/water damage	25¢/page or price of book if significant
Lost or cut Periodicals	50¢/page up to twice the cover price if significant

### Suspension of Library Privileges

The library privileges of any patron having \$2.00 or more in fines, any unreturned material, and any returned checks will be suspended until the charges are cleared.

### Nonresident Fees

1. Full household Card \$60.00/year (Each member of the family, living in the household, may check out his/her limit of materials.)
2. Individual Card \$30.00/year
3. Student Card \$10.00/year. (Limited to items in children's collection)
4. Temporary Card \$25.00/6 months (Refundable)

### Interlibrary Loans

- Basic Request** A nonrefundable \$3.00 fee is assessed in advance for each item requested. Occasionally, the loaning library will charge extra costs, in which case the patron will be so notified.
- Microfilm** \$3.25 plus \$3.00 postage in a check or money order made payable to American Genealogical Lending Library (AGLL) and any additional charges after microfilm has been received. All fees for basic requests are to be paid when ILL is picked up. If the ILL is not picked up, \$3.00 will be charged. There is no charge for items not received.
- Genealogical Searches** The Library does not perform in-depth genealogical searches. Searches are limited to ready-reference materials.