

# Fines & Fees Policy

## *Purpose:*

The Board of Trustees feels it is the responsibility of the patrons to bring the materials borrowed, back on time and to pay the fines and fees established by this library. This policy is to ensure a fair and equitable fine and fee structure and procedure.

## *Fees:*

Fees are charged for the following:

Library card replacement	\$2.00
Copying	\$.10 to \$.25 per page
Room Rental Deposit	\$20.00

## *Fines:*

All patrons are fined if material is overdue or damaged. The fines range from 10 cents a day to \$1.00 a day depending on the material. Once a patron has accumulated fines of \$3.00 or more borrowing and computer privileges are forfeited until the fines are completely paid.

If materials are lost the patron will be charged current replacement costs for the material. The patron has the option of getting the permission from director to replace the material. Fines will be forgiven if patron pays for or replaces the material. Once materials have been overdue for 2 months or more borrowing privileges are forfeited.

If material is damaged the patron is charged for the cost of the repair. If the material is damaged beyond repair the patron will be charged current replacement costs. Patrons will be notified by mail of damaged materials.

If materials borrowed from other libraries (ILL) are lost or damaged, the patron is charged according to the lending library's policy.

If a title is no longer available, average cost will be charged to the patron.

***Average costs per item:***

Adult Non-Fiction	\$35.00	Videos	\$20.00
Adult Fiction	\$20.00	Magazines	\$ 3.00
Adult Fiction Paperbacks	\$ 6.00	Newspapers	\$ 3.00
Juvenile Books	\$15.00	Taped Books	\$30.00
Kits	\$15.00	YA Paperbacks	\$ 4.00
Cassettes	\$10.00	Pamphlets	\$ 2.00
Board Books	\$ 7.00	Reference	\$50.00
Adult NF Paperbacks	\$15.00	DVDs	\$25.00
Juvenile Paperbacks	\$ 4.00	CDs	\$15.00

***Damaged Cases or Bar Codes:***

When audio cases, video cases, compact disc cases, bar codes and protection cases are damaged or lost the patron is charged as follows:

**Costs for Replacing Damaged Cases**

Book on Tape Cases	\$2.00
Video Cases	\$2.00
DVD Cases	\$2.00
Compact Disc Cases	\$2.00
Bar Codes	\$1.00
Protection Cases	\$3.00

If a patron fails to return library materials for two months or more after the due date the library reserves the right to pursue legal avenues as set forth in section of 714.5 of the Iowa Code.

If a patron attempts to conceal library materials or equipment either on library premises or outside library premises the library reserves the right to pursue legal avenues as set forth in section 714.5 and section 808.12 of the Iowa Code.

**Refunds are not issued for fines, damaged or lost materials.**

Approved by the Mt. Pleasant Public Library Board of Trustees  
July 14, 2009