



FINE FREE POLICY

The North Lake County Public Library District Board of Trustees believe that the elimination of fines for most overdue materials will provide equitable access, thus removing a barrier to the community's access to library books, materials and services. It is the Trustee's belief that our community thrives when people have access to the programs, services, and materials they need to pursue their goals and interests.

Libraries across the nation have demonstrated that imposing late fees is not an effective deterrent to the return of late materials. Instead it commonly creates barriers for low-income individuals, children, and families. Rather than motivating borrowers to return materials on time, fines act as an inequitable barrier to service. Personal responsibility is still required, and materials do have due dates and are expected to be returned on time or renewed.

APPLICABLE MATERIALS

Overdue fines will not be charged on the following items borrowed from this library or items from a Partner library checked out at this library:

- Books (including book kits)
- DVDs or Blu-Rays
- Audiobooks on CD or Cassette
- Music CDs
- Magazines

PROCEDURE FOR OVERDUE APPLICABLE MATERIALS

Daily overdue fines will not accrue, however a replacement cost will be charged along with a processing fee if an item is not returned within 30 days of the date it was due. A \$1.00 administrative fee will be charged when an assumed lost notice is mailed. When the past due item is returned, the full replacement cost and processing fee will be removed from the borrower's account, but the administrative fee will still be owed. If an item is late due to being lost or damaged, the borrower should notify North Lake County Public Library of the item's status. There are no refunds for payments of lost or damaged items. Accounts with charges of \$10 or more are blocked from checking out any items or from using the public computers.

OVERDUE NOTICES

Patrons can sign up to receive notices via email or text. Reminders are sent three days before an item is due and periodically after the item's due date. It is the patron's responsibility to ensure that the library has a valid email address for email notices and the patron is responsible for signing up for text notices from their phone. Not receiving library notices does not negate the borrower's responsibility for returning library items and/or paying for lost or damaged

materials. After an item is overdue 30 days, the item will be assumed lost and the borrower will be sent a notice with charges due.

This policy goes into effect on August 3, 2020. All overdue fines on applicable materials before this date will be waived. Lost and damaged item charges and overdue fines on interlibrary loan, laptops, and other equipment will remain on patron accounts.

This policy was adopted by the North Lake County Public Library District Board of Trustees on **July 23, 2020.**

Signed:

Allen Bone, Board Chair
Abbi Dooley, Library Director