

RESOLUTION NO. 3426

A RESOLUTION TO ADOPT THE NEW FINES AND FEES SCHEDULE FOR THE ALBANY PUBLIC LIBRARY AND REPEAL RESOLUTION NO. 3272.

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 non-residents the same amount for library service as residents and to recover the cost of lost and damaged items,

NOW, THEREFORE, the Albany City Council does hereby adopt by resolution the attached fines and fees schedule for the Albany Public Library and repeal Resolution No. 3272.

DATED this 26th day of October, 1994.



ATTEST:

Norm C. Withrow
Deputy City Recorder

[Signature]
MAYOR

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 are:
 - a) All materials (except those listed below): \$.10 per item per day to a maximum of \$10.00.
 - b) Paperbacks (uncataloged) - No fines charged.
 - c) Vertical file, cassettes and cataloged paperbacks - maximum fine, cost of material or \$10.00, whichever is lower.
 - d) Magazines - \$.10 per item per day to a maximum of cost of material or \$10.00, whichever is lower.
 - e) Cameras - \$1.00 per day to a maximum of \$10.00.
 - f) Videos - \$1.00 per day to a maximum of \$10.00.
 - g) Fines may be forgiven at the discretion of the Librarian-In-Charge in the event of illness, death in the family or other extraordinary circumstances.

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 (6) months of the due date, no fines will be charged. If a lost item is returned within six (6) months of the due date only applicable fines and fees will be charged. If items are more than six (6) 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 non-book items.
 - a) Adult Non-Fiction \$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 Non-Fiction 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)	Reference CD-ROM	100.00
u)	Genealogy	50.00
v)	Large Type	30.00
w)	Young Adult Fiction	25.00
x)	Young Adult Non-Fiction	30.00

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

REFUNDS

- Fines are never refunded.
- 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 time first due is less than six (6) months, a refund (less actual fines and fees incurred) will be made. If more than six (6) months from the first date due has elapsed, no refund will be made.

DAMAGED MATERIALS

- Materials which 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.
- Damaged materials which may still be circulated will be subject to the following charges:

Books	Cigarette burns	.50/page or price of book if more than 10 pages
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	Ink marks	.50/page or price of book if significant
	Jacket replacement	1.00
	Pages missing	Price of book if significant
	Bar code replacement	2.00
	Pages, torn or cut	.50/page Price of book if significant
	Water marks, Water damage	.50/page Price of book if significant
Cassettes	Replacement of case	1.00
Periodicals	Lost or cut	8.00
Cameras	Damaged	Actual repair cost of equipment
Videos	Damaged	Replacement cost
Compact Discs	Damaged	Replacement cost

SUSPENSION OF LIBRARY PRIVILEGES

The library privileges of any patron having \$5.00 or more in fines, any unreturned material, and any returned checks will be suspended until the charges are cleared.

NON-RESIDENT FEES

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| A. | Family Card | \$60.00/year (Each member of the family, living in the household, may check out his/her limit of materials.) |
| B. | Student Card | \$20.00/year. (Student use only) |
| C. | Temporary Card | \$20.00/6 months (Refundable) |
| E. | Senior Citizen | \$20.00/year (62 years or older) |

INTERLIBRARY LOANS

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| Basic Request | \$3.00 per item received plus any additional charges added by the lending institution |
| Microfilm | \$3.00 plus postage and any additional charges added by the lending institution. |
| Genealogical Searches | The library does not perform genealogical searches. Ready reference may be performed up to 15 minutes per request. \$0.25 per page will be charged for copying. |