

## **6.2 Fees**

This policy establishes the right of the Board to determine and modify Library fees as deemed necessary.

The Schenectady County Public Library does not charge late fines for any overdue circulating materials. The Library does assess some fees for lost or damaged materials, whether it is owned by SCPL or another loaning library. Please review our updated fees information below for details.

### **Replacement Fees**

Borrowers are responsible for returning or renewing the items they check out before the due date. If they do not, the item will be labeled as overdue and the patron will be notified. Items are declared lost after they have been overdue for 21 days and a replacement fee will be charged to the patron account.

A replacement fee is determined by the official vendor's pricing of the lost item and will vary depending on the type of material that is lost.

If patrons return the item, even after it has been declared lost, the Library will remove the replacement fee from their account.

If patrons pay to replace an item owned by the Library but later find and return the item within 90 days past its due date, they may receive a refund for the replacement fee from the Library.

Borrowing privileges will be suspended for cardholders with replacement fees totaling \$100, or more. This suspension only applies to borrowing physical materials. Patrons with blocks on physical material borrowing can still use their library cards to access e-books and Library computers.

The Library shall have available to the public a current statement of charges and fees. Payments can be made at any Schenectady County Public Library branch.

### **Responsibilities:**

Library patrons are responsible for notifying the Library if their card or cards of family members are lost, stolen, or misplaced.

The Board of Trustees is responsible for establishing reasonable fees. Procedures related to collection and waiving of fees are the responsibility of the Director.

Revised 3/24/2022 (*Overdue item and replacement card fines discontinued*)

Approved 6/2018