

Goodwin Memorial Library Fines & Fees Policy

Please note that as of June, 2016 the Goodwin Memorial Library no longer charges fines on most items. Exceptions can be found below.

When borrowing items from the Goodwin Library, please understand the following policies regarding fees and fines. While the Library no longer collects fines for overdue items, fines will still appear in your library record when an item becomes overdue. the Evergreen automated library system utilizes the standard accruals for various library items (see below). When a borrower's account reaches the blocking threshold of \$10 that patron's account will be frozen until the issue is resolved. When late items are returned, fines accrued for items owned by Hadley will be waived. Fines for overdue items belonging to other libraries will NOT be waived.

In lieu of fines, patrons are welcome to make small donations to the Friends of the Goodwin Memorial Library. A jar will be placed on the counter for this purpose. Larger gifts to the Library are always welcome – Please see the Library Donation Policy for more information.

Items requested through interlibrary loan will incur fines according to the owning library's policies. These fines can be paid at the Goodwin Library, at the owning library, or online.

Overdue items owned by Hadley, but returned to other C/WMARS libraries will not have fines waived unless the patron contacts the Goodwin Library directly. At that point fines for items owned by Hadley will be waived pending confirmation that the items have been returned. In the case of lost or damaged materials, borrowers are responsible for replacement fee as determined by the default sum in the item record or at the discretion of the Library Director. In some cases, replacement of an item with an identical, new copy is acceptable. Please consult with library staff before purchasing a replacement copy for a lost or damaged item. When an item has been overdue for four weeks, a phone call will be made to the borrower followed by an emailed or mailed notice stating replacement costs for the item.

Books, Audio, DVDs

No late fees charged. Items four weeks overdue are set to status "lost" and will be billed at the default sum in the item record.

Museum passes

Because of the high demand for museum passes and limited supply, fines accrue at the rate of \$5 per day. A patron may borrow only one pass at a time. Passes may not be renewed. Lost passes will be charged at full replacement cost.

Circulating equipment such as E-readers

Fines accrue at the rate of \$5 per day for an overdue E-reader or other equipment. Lost or damaged equipment will be billed at the full replacement value noted in the item record.

Lost/damaged items

Payment for lost or damaged items must be collected before the patron's borrowing privileges are restored. Payment may be made at any C/WMARS member library or online.

Claims returned

In certain cases where a patron believes with certainty that an item owned by Hadley has been returned, but that item cannot be located at the library, the item status may be changed to "claims returned" at the discretion of library staff or the Director. At that point borrowing privileges will be restored to the patron.

