

## eReader Circulation Policy

The goals of maintaining an ereader collection at the Saugerties Public Library (SPL) are:

- To give patrons the flexibility to interact with the library when they have time and to appeal to readers who are travelling and readers who borrow many books with the portability of the devices.
- To provide patrons with more copies of books, boosting the number of people who can read a book simultaneously by purchasing ebooks and lending ebooks through the OverDrive service.
- To pursue our goals of being modern, up-to-date, and environmentally friendly.

It is the policy of the Saugerties Public Library (SPL) to lend a limited number of ereaders to all eligible library patrons.

- Eligible library patrons are defined as Town of Saugerties patrons 18 years or older, possessing a library record in good standing (\$5 or fewer in fines, and up-to-date contact information—patrons will have to present a driver’s license or other government-issued photo ID with current mailing address at the time of Agreement signing).
- eReaders may be borrowed for a 3-week period, with 1 renewal for an additional 3 weeks if there are no outstanding patron holds.
- The ereader and accompanying equipment remains the property of the Saugerties Public Library. The borrower is responsible to safeguard and protect the device against damage and loss throughout the loan period.
- The fines for an overdue reader will be \$1.00 per day until 2 weeks have elapsed, then the full replacement cost will be applied to the patron record. There is a late fine cap of \$12, which will be applied in addition to other costs and fees if the items are not returned.
- Patrons who have checked out ereaders are subject to a replacement cost if the device or missing components are:
  - Returned with damage that renders it wholly or partially inoperable (compared to the operations it was able to perform when it was checked out).
  - Not returned by 2 weeks beyond the loan period.
  - Returned in the Book Drop or to another library.
- An eReader Loan Agreement, attached, must be read and signed by the borrower before the device is checked out for the first time. The eReader Loan Agreement signed by patrons will be kept on file until a patron card has been inactive for 1 year or longer.
- eReader check out is limited to 1 per household at a time.

The Library Director reserves the right to limit or restrict library equipment usage.

### Fee Schedule:

|               |          |
|---------------|----------|
| Kindle        | \$139.00 |
| Charging Cord | \$9.99   |
| Adapter       | \$9.99   |
| Case          | \$29.99  |

10/18/12 EC

Amended: 11/15/18