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**CITY OF HOMER
HOMER, ALASKA**

City Clerk/
Library Director

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RESOLUTION 12-056

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A RESOLUTION OF THE CITY COUNCIL OF HOMER,
ALASKA, AMENDING THE HOMER PUBLIC LIBRARY
POLICIES, FINES AND FEES POLICY, FOR OVERDUE
ITEMS, PHOTOCOPIES, LIBRARY CARDS, INTERLIBRARY
LOAN, REPLACEMENT AND DAMAGE CHARGES, AND
DIGITAL DEVICES.

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WHEREAS, The Library Advisory Board reviewed and approved amendments to the
Fines and Fees Policy for overdue items, photocopies, interlibrary loan, replacement and damage
charges, and digital devices; and

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NOW, THEREFORE, BE IT RESOLVED that the City Council hereby amends the
Homer Public Library Fines and Fees Policy as follows:

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**HOMER PUBLIC LIBRARY
FINES AND FEES POLICY**

The Homer Public Library is supported by the City of Homer. In addition, the library receives a
Public Library Assistance Grant annually from the State Library. All basic library services are
provided free of charge. However, in order to cover costs of selected special services and to
recoup losses due to user neglect/abuse, the following fees are charged:

Overdue fines.

Overdue fines are assessed on items that are kept beyond their return due date.

- 14-day and 21-one day circulation (except digital devices): \$0.15 for every day overdue.
- 7-day and 1-day circulation: \$1.00 for every day overdue.
- Interlibrary Loan materials: \$1.00 for every day overdue.
- Digital devices: \$5.00 for every day overdue.
- Second Overdue Notice: \$1.00.
- Bill Notice: \$1.00 per notice.
- Bills sent to collection agency: \$25.00 administrative fee.

Photocopying/Printing.

- \$0.15 per side for standard and legal size paper.
- \$0.25 per side for 11"x17" size paper.
- \$1.00 per side for standard and legal size color copies.
- \$2.00 per side for 11"x17" color copies.

47 **Library Cards.**

- 48 • \$5.00 for replacement of library card.
49 • \$10.00 (non-refundable) for Temporary Card.
50 • \$50.00 \$40.00 refundable) for Family Temporary Card.

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52 **Interlibrary Loan.**

53 The following fees will be charged for interlibrary loan requests to cover shipping costs:

- 54 • \$2.00 per item for standard size books.
55 • \$0.15 per page for photocopy reproductions (only if printing or fax is required).
56 • \$4.00 per item requiring Priority Mail, such as microfilm, videos, CDs, and audios.

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58 Mailing costs may exceed these amounts for non-standard items. Circumstances that warrant
59 additional charges include postal rates outside the United States, unusually large or heavy
60 items, rare items that need insurance, and charges imposed by lending libraries.

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62 **Replacement and Damage Charges (Per Item).**

- 63 • Lost items: Full replacement cost plus a \$7.00 processing charge for lost items, including
64 books, videotapes, and audiotapes.
65 • Lost maps or inserts: \$10.00.
66 • Lost or damaged cases, hang-up bags, etc.: Replacement cost or \$2.00, whichever is
67 greater.
68 • Lost out-of-print items: \$50.00 for Alaskana, \$40.00 for non-fiction, and \$35.00 for
69 fiction, or the full cost of replacement, whichever is greater.
70 • Miscellaneous damage: \$1.00 per damaged page, and/or \$2.50 per damaged cover.
71 • Damaged beyond repair: full bindery cost or full replacement cost plus a \$7.00
72 processing charge.

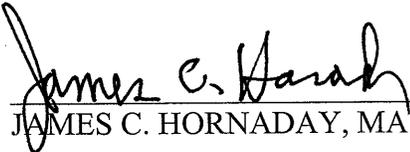
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74 **Improper Return of Digital Devices**

- 75 • \$25 fee if not returned to Front Desk staff

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77 **Please Note:** To receive a refund on a lost item, patrons must return the item within sixty days
78 of lost status. Refunds of payment for items deemed valuable to the collection and returned after
79 the 60 day period may be made at the discretion of the director. No refunds will be given for
80 digital devices.

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82 PASSED AND ADOPTED by the City Council of Homer, Alaska, this 11th day of June,
83 2012.

84 CITY OF HOMER

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88 JAMES C. HORNADAY, MAYOR
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92 ATTEST:

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JO JOHNSON, CMC, CITY CLERK

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98 Fiscal Note: N/A

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