

### **3.2 Fines and Fees**

#### **1. Overdue Fines**

A. Overdue fines are as follows:

<b>Item</b>	<b>Fine Per Day</b>
Book, Audiobook, Periodical	\$0.15
Non-Fiction DVD, CD	\$0.15
Fiction DVD	\$1.00
CD-ROMs and Video Games	\$1.00
Streaming Media Devices	\$1.00
Hot Copy Items	\$2.00

- B. Items with their own circulation agreement such as e-readers and laptops have associated overdue fines listed in said agreement.
- C. The maximum fine for an individual item is not to exceed the cost of the item.
- D. Library privileges will be suspended when a patron accrues outstanding charges of \$5.00 or more on their account.
- E. Procedures for recovering overdue books will be left to the discretion of the Director and the Library Board of Trustees.
- F. Overdue books owned by other SWAN libraries and borrowed via interlibrary loan or reciprocal shall be fined at the rate set by the charging library.

#### **2. Fees**

- A. **Copier:** Copiers are available for public use at a charge of \$.10 per page for black and white, \$.50 for color.
- B. **Fax Machine:** The fax machine is available for public use with the following charges per page:

All Incoming	\$1.00
Illinois	\$1.00
Surrounding states	\$1.50
Continental U.S.	\$2.00
Alaska and Hawaii	\$3.00

Upon request, the Library may supply a cover sheet and confirmation page at no additional cost. The Library stops transmitting faxes 30 minutes before closing.

- C. **Computer Use:** Public computers are available to Acorn Public Library patrons for the first 120 minutes for free. After the first 120 minutes, and for those who are not Acorn Public Library Patrons, the cost is \$1.00 per half hour. The cost for printing is \$.10 per page for black and white and \$.50 per page for color.

- D. **Streaming Media Devices:** Streaming media devices can only be checked out from and returned directly to the Acorn Public Library District. Returning streaming media devices to any other library but Acorn Public Library District will result in a \$10.00 charge.

### **3. Staff Fees and Fines**

It has been determined by the Board that all employees and Board members of the Library are required to pay any fines or fees that accrue to their personal library accounts.