POLICY TITLE: FEES

Lincoln City Libraries offers a full range of informational, educational, and recreational library services. It is the policy of the Board of Trustees of Lincoln City Libraries to offer as full a range of services as possible within the limitations of its budget. Fees may be imposed for non-basic services. See State Statute: 51-201.01 for definition of non-basic service.

Library Card:
There is no fee for a library card for residents of Lincoln and Lancaster County.

Non Resident Card –
Summer Reading - $5.00 (valid during summer reading program)
  3 months – $15.00
  12 months – $60.00

Replacement of Lost Card - $1.00

Overdue:
Lincoln City Libraries charges overdue fees as an incentive to return materials on time. Overdue fees start the day after the due date of the item.

- Adult Materials $0.35 per item per day
- Children and Young Adult Materials $0.00 no overdue fees
- ConnectED Account $0.00 no overdue fees
- Packaged Collections of Adult Materials $1.00 per day per bag
- Equipment $1.00 per day

Maximum Overdue Per Item:
A maximum of $7.50 per item or no more than the replacement cost of the item.

- A library customer's record is blocked from checkout if total charges exceed $10.00.

Items Not Returned:
- Adult Items – item replacement price
- Children and Young Adult Items, ConnectED Accounts - Item replacement price

Damage:
Library staff has the responsibility to charge for damage to materials when a customer is responsible for the damage. A schedule of current damage charges is developed and maintained by Library Administration.

Interlibrary Loans: A fee of $2.50 per item is charged to Lincoln City Libraries card holders for Interlibrary Loan service.
Collection Agency:
A $10 fee will be assessed to customer when customer’s record is turned over for debt collection action.

Printing:
All printing from self-service computer reservation system printers
Black & white - 10 cents per page
Color - 25 cents per page

3D Printing:
Cost for printing - $1 per hour, or portion of an hour, of printing time.
No charge for failed print job if problem is related to a printer malfunction. Customer charged if failure due to a problem with the design file.

Public Faxing:
Library staff faxes documents for the public, outgoing domestic calls only. $1.00 per page.

Reference by Mail/E-Mail/Fax:
Customers with Lincoln City Libraries cards-
No charge for research
Copies/Prints – 25 cents per page
Fax - $1.00 per page

Customers without Lincoln City Libraries cards-
$5.00 per name/item researched
Copies/Prints - 25 cents per page
Fax - $1.00 per page

Meeting Rooms:
Nonprofit organizations or governmental agencies - No charge
For profit organizations - $10.00 per hour, or any portion of an hour.

Stack Mover Rental:
Fee negotiated with Library Director, not to exceed $250.00 per day, or partial day, of usage.

Adopted by Library Board: May 20, 2008
Last Revised by Library Board: November 17, 2020
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