

**LINCOLN CITY LIBRARIES
LINCOLN, NEBRASKA**

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.

Reserves/Holds:

Reserves/Holds may be placed on materials by customers via phone, computer, or in person at no fee. A \$.50 fee will be assessed (per item) if material placed on reserve/hold is not picked up by the customer within allotted time period.

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: June 18, 2019