

ADMINISTRATIVE REGULATIONS

TAB: Patron Services

DOCUMENT NUMBER: 20-10-90

SECTION: General Patron Services

SUBJECT: FEE SCHEDULE

SUMMARY

This regulation describes charges made to patrons for direct services.

Effective Date:

October 4, 2017

Reviewed:

November 7, 2019

October 27, 2021

October 12, 2023

AUTHORITY FOR FEES

a. Fees may be adopted or changed only by the Library Board of Directors. The County Librarian may adopt procedures to implement the terms of this regulation.

REGULAR FEE SCHEDULE

b. The Fee Schedule for services available from public service desks are:

Ear buds

1. \$2.00

Interlibrary Loan

2. Interlibrary Loan
Actual charge from loaning institution.

Photocopies

3. Photocopies (paper and microform)
\$.15 per black and white exposure.
This charge is waived for patrons receiving service under ARM 20-15-50 (Services to Homebound Patrons.)
\$.50 per color exposure

Printed Copies

4. Printed copies from public use computers.
\$.15 per page for black and white
\$.50 per page for color

Materials Recovery Fee

5. Processing fee per patron account handled by the materials recovery vendor. \$10.00

Returned Check Fee

6. For a returned check, the library assesses a \$25.00 fee, which is added to the borrower record.