

DESERONTO PUBLIC LIBRARY
VIDEO POOL MEMBERSHIP

As a Library Patron and Video Member you have certain responsibilities.

MEMBERS

- Complete a Library and Video registration card with signature accepting responsibility that they have read and acknowledged the Video guidelines and will follow the rules and regulations of the Deseronto Public Library

MEMBERS WILL BE

- Responsible for all video materials borrowed with their library card
- (Parents/guardians will be responsible for members under the age of 16)
- Responsible for all videos while on loan to them and will be billed for any loss or damage to any videos
- Required to pay for the charges for the actual replacement of the video plus a \$2.00 processing charge
- Allowed to borrow up to three videos per family for a loan period of one week

REMEMBER:

**TO RENEW OR AN OVERDUE CHARGE OF
\$1.00 PER/DAY/VIDEO**

**DESERONTO
PUBLIC LIBRARY**
358 Main Street, P.O.302
Deseronto, Ontario
K0K 1X0
Phone: 613-396-2744



Hours of Operation

MONDAY

1:00 p.m. - 5:00 p.m.

6:00 p.m. - 8:00 p.m.

TUESDAY

6:00 p.m. - 8:00 p.m.

Technical support available

WEDNESDAY

10:00 a.m. - 12:00 noon

1:00 p.m. - 5:00 p.m.

6:00 p.m. - 8:00 p.m.

FRIDAY

10:00 a.m. - 2:00 p.m.

SATURDAY

10:00 a.m. - 2:00 p.m.

**MEMBERSHIP
POLICIES
AND
GUIDELINES**

**MEMBERSHIP
PHILOSOPHY**

Fair and equal access to library services and materials by all members of the library depends on the fair use of such services and materials by library users.

GUIDELINES FOR BEING A MEMBER OF THE DESERONTO PUBLIC LIBRARY

MEMBERSHIPS REGISTRATION

- A resident of Deseronto Public Library may apply for membership at the library
- If requested, patron must supply verification of address and identity by showing a document bearing his/her name and current address (e.g., driver's license, student card).
- Parent or guardian must apply for a library card on behalf of a child under the age of 12 and accept responsibility for their children's borrowing, fines, damaged or lost items, and behaviour.

MEMBERSHIP INCLUDES

- Use of the library's materials in the library
- Borrowing circulating materials
- Usage of the basic reference and information services.
- Interlibrary Loans
- Computer & Internet Use

RENEWAL OF MEMBERSHIPS

- Library Membership may be renewed annually, one year from the date of issue
- Outstanding fines and charges must be paid in order to renew a membership card
- Patron must supply verification of address and identity by showing a document bearing his/her name and current address (e.g., driver's license, student card).
- Lost or damaged library cards will be replaced at a cost of \$2.00

MEMBERS HAVE CERTAIN RESPONSIBILITIES

- Be responsible for all materials borrowed with his/her card and agree to abide by the regulations of the Deseronto Public Library
- **Parents or guardians** of members under the age of 12 are **responsible for their children's** borrowing and behavior with respect to the observance of board policy.
- **Present the library card** each time materials are borrowed
- Pay all fines or charges incurred for overdue, damaged or lost library material
- Observe all policies set by the board as authorized by the Public Libraries Act
- Report the loss of a card or change of address as soon as possible.
- If library material is lost or mutilated patron shall be required to contribute to the cost of replacing that material. Charges for lost or damaged materials will be assessed and will be based on the actual replacement cost plus a \$2.00 processing charge

As per Board policy a patron may have their library privileges withheld for anyone refusing to comply with board policy.

THE USE OF THE LIBRARY OR ITS SERVICES MAY BE DENIED FOR DUE CAUSE.

Such cause may be

- Failure to return borrowed materials
- To pay penalties
- Destruction of library property;
- Disturbance of other patrons after a warning by library staff has been given and ignored by the user
- Any other conduct on library premises considered objectionable by library staff.

LOANS

- The normal loan period is 14 days.
- Videos one week loan period.
- By request, a longer loan period may be available for patrons taking vacations.
- Library materials may be renewed for up to three (3) loan periods provided:
 - the item(s) are not on reserve for someone else
 - the item(s) are not in high demand
 - the patron has not reached his/her limit of overdue fines or charges

The following **restrictions** exist on borrowing:

- Reference materials are non-circulating to ensure ready access to information resources.
- Unique and/or fragile material from the local history collection restricted.
- Maximum number of items to be checked out by one patron is at the discretion of the librarian which may be checked out by one patron
- In keeping with the Ontario Library Association's ***Children's rights in the public library: Guidelines for service***, there are no restrictions on the material borrowed by children. While the library staff can advise children on reading interests, the material selected by the child is the responsibility of the parent or guardian.

FINES AND CHARGES

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|------------------------------|----------------|
| • Junior books and magazines | \$0.05 per day |
| • Adult books and magazines | \$0.10 per day |
| • Entertainment videos | \$2.00 per day |
| • Interlibrary loan material | \$0.50 per day |

OTHER CHARGES:

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| • Photocopies/Reader-printer copies CD-ROM print-out | \$0.15 per sheet |
| • Faxes | \$2.00 |

REMEMBER TO RENEW BOOKS