


SECTION 3 Asset Management
 PART 3.3 Use of Council Facilities

	POLICY NO:	3.3.7(v2)
	POLICY TITLE:	Library Membership
	DATE ADOPTED:	21/01/2013
	RESOLUTION NO:	35/2013
	SUPERCEDES:	3.3.7 Library Membership Adopted: 25/06/2007 Resolution No: 300/2007
	PROPOSED REVIEW DATE:	21/01/2015

POLICY

Any resident of Bourke Shire and surrounding villages, including Brewarrina, is entitled to free membership of the Bourke Public Library. Non-residents may become temporary members, but must provide a local address as well as a permanent one. Persons of any age can join the library. Membership of the library is free. If you lose your library card, there will be a two dollar (\$2) replacement fee.

To obtain a card: Adults must show identification, with full name and current address. Children (18 years and under) must be accompanied by an adult parent/legal guardian who must show identification, as for adult membership, and sign as guarantor for the child.

Loans Policy

A total of eight (8) items per card are allowed to be borrowed at one time, for a period of two (2) weeks (in town borrowers) or three (3) weeks (out of town) with the following restrictions:

- **Children:** Maximum of 6 items. Loan period as with adults
- **Temporary Borrowers:** Maximum of 4 items, including a maximum of 2 DVDs/Blu-Rays one (1) week loan period
- **DVDs/Blu-Rays:** Maximum of 4 items, 1 week loan (for in town), 3 weeks (out of town)

All items can be renewed for a period of two (2) weeks, three (3) weeks for out of town borrowers. DVDs/Blu-rays are renewable for one (1) week. Items may not be renewed if there are current reservations on the item(s). DVDs and Blu-rays have a deposit to be determined annually, payable before a patron can borrow these items. The deposit will be forfeited if a DVD or Blu-ray disc is lost or damaged.

VERIFIED BY:

VERIFIED BY:

Conditions of Membership

All items must be returned or renewed within the specified period or restrictions will be placed on membership privileges including internet and other library services. If an item is damaged or lost, the replacement cost of the item must be paid, as well as any associated fees, before borrowing privileges will be restored.

All persons in the library (including children) must abide by the rules of the library, or privileges may be suspended.

Disclaimer

By signing the library card, you are agreeing to these terms and conditions.

RELATED POLICIES

VARIATIONS

Council retains the right to review, vary or revoke this policy at any time.

The General Manager has the right to review or vary any related procedures.

Presented to Manex: 19/12/2012

Policy Adopted by Council: 21/01/2013