74 Maple St, Box 39
Eganville ON K0J 1T0
613.628.2400
info@bonnechereupl.com
www.bonnechereupl.com

Your Community. Your Library.

POLICY

Membership in the Library

Motion number: __ (37-16 27 April 2016).doc Chairperson's signature: _____

Intent

Public libraries are required by law to adhere to the ***Public Libraries Act, Revised Statutes of Ontario, 1990, chapter P.44*** , which states in Section 23 that library boards shall allow the public to reserve and borrow circulating materials free of charge. The public includes all residents within the municipality for which the library board is established.

Definition

All residents of the townships of Bonnechere Valley or North Algona Wilberforce may be members of the Bonnechere Union Public Library. The term "resident" is defined as a person who:

a. maintains a primary residence,
b. pays taxes, or
c. attends an educational institution

in either Bonnechere Valley Township or North Algona Wilberforce Township.

Regulations

1. The Bonnechere Union Public Library will serve all residents, as defined above, of the townships of Bonnechere Valley and North Algona Wilberforce.
2. The library will be readily accessible and its doors open for free and equal use by all members of the community and visitors regardless of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, age, record of offences, marital status, family status, disability or sexual orientation.
3. No fee will be charged to residents, as defined above, for admission to the library, for borrowing circulating materials, or for use of the basic reference and information services.
4. A child who, or whose parents, meets the criteria listed in #1 above may apply for his or her own library card at the age of 12 without parental signature.
5. Students attending schools within either township may join the library without paying nonresident fees. Their memberships may continue so long as they are enrolled in the

school.

6. The library board may from time to time enter into reciprocal agreements with neighbouring townships to permit membership in BUPL in return for the permission for membership in the neighbouring township by residents of both North Algona Wilberforce and Bonnechere Valley townships.

Non-resident membership

7. Persons who do not reside in the area of the board's jurisdiction, and who do not meet the requirements as stated above, may be charged for library service.
8. Annual fees for non-residents will be set each year by the library board and will be based on the per capita cost to run the library for its resident patrons.

Temporary, seasonal or holiday membership

9. On a temporary basis, memberships may be granted to individuals residing only for short periods of time in the townships of Bonnechere Valley and North Algona Wilberforce and neighbouring municipalities should agreements be in place between library boards. Temporary residents applying for a library card must provide both temporary and permanent addresses and will be asked to pay a fee, in an amount set each year by the library board.

Renewal of membership

10. Membership in the library continues until a resident moves, chooses to rescind membership, or after five years of not using a library card. Patrons will be asked to review their contact information annually.

Procedures

1. To apply for membership at the library a resident of the townships of Bonnechere Valley and North Algona Wilberforce must furnish verification of address and identity by showing a document bearing his/her name and current address (e.g., driver's license, student card).
2. A parent or guardian must apply for a library card on behalf of a child under the age of 12 and must accept responsibility for fines, and damaged or lost items.
3. To renew a membership card, all outstanding fines and charges must be paid.
4. Library cards will be replaced with the payment of a fee established by the board.

Responsibilities of members of the Bonnechere Union Public Library

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. The Bonnechere Union

Public Library Board is authorized under ***the Public Libraries Act, R.S.O. 1990, c. P.44***, s. 23 (4) to make rules for the use of library services; for the admission of the public to the library; for the exclusion from the library of persons who behave in a disruptive manner or cause damage to library property; imposing fines for breaches of the rules; suspending library privileges for breaches of the rules; and regulating all other matters connected with the management of the library and library property.

Library members shall:

1. Be responsible for all materials borrowed with his/her card and agree to abide by the regulations of the Bonnechere Union Public Library
    - Parents or guardians of members under the age of 12 are responsible for their children's borrowing.
2. Present the library card each time materials are borrowed.
3. Pay all fines or charges incurred for overdue, damaged or lost library material as per the attached schedule.
4. Observe all policies set by the board as authorized by the *Public Libraries Act*.
    - Parents or guardians of members under the age of 12 are responsible for their children's behaviour with respect to the observance of board policy.
5. Report the loss of a card or change of address as soon as possible.

Revocation or Suspension of Library Privileges

The chief executive officer is authorized by the board to withhold library privileges to 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 or 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; or any other conduct on library premises considered objectionable by library staff.

Appeal

A person who has had their membership withheld, suspended or revoked by the chief executive officer may appeal that decision, in writing, to the library board. The library board may, at its discretion, sustain, modify or reverse the decision of the chief executive officer.