

Policy Title: Loan Renewals

Intent

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 Georgina 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.

Regulations

1. Up to two renewals shall be allowed on library materials for which there are no hold requests
2. No renewals shall be allowed for materials which have been requested by another patron
3. Renewals may be made in person, by telephone or online
4. Renewals online will be denied if materials are already past their due date or have fines accrued
5. Renewals made in person or by phone after materials have past their due date will have already accrued fines attached to the patron's record.

Procedures:

1. Library staff have the authority and responsibility to enforce renewal policy
2. Discretion may be made in cases of low demand items and for compassionate reasons (e.g. hospitalization, homebound)

POLICY HISTORY:	
Initial Draft	November 22, 2006
Draft Presentation Review	April 16, 2007
Board Presentation:	April 19, 2007
Board Adoption:	April 19, 2007