

CLEVELAND PUBLIC LIBRARY

Special Board Meeting

August 29, 2019

AMENDMENT TO FINES AND FEES SCHEDULE

- WHEREAS, The State Auditor requires that the fines and fees assessed by Cleveland Public Library be approved by the Board of Library Trustees; and
- WHEREAS, The Fines and Fees Schedule (“Schedule”) is revised and updated, as needed; and
- WHEREAS, The new multi-function devices, being installed throughout the system, require the Library to charge the public for all faxing and scanning services or not charge for any; and
- WHEREAS, Thousands of Clevelanders depend on the Library’s faxing and scanning services to access critical public benefits such as work programs; childcare assistance; Medicaid; and Supplemental Nutrition Assistance Program (SNAP); and
- WHEREAS, Rather than charging for faxing and scanning services that do not have the same cost to the Library as printing and copying services, the Executive Leadership Team recommends that these services be offered to the public for free; now therefore be it
- RESOLVED, That the Board of Library Trustees approves the revised Fines and Fees Schedule, as attached, to be effective August 30, 2019.

CLEVELAND PUBLIC LIBRARY

FINES AND FEES SCHEDULE: PART A

OVERDUE FINES

ADULT MATERIALS	
Circulating Items.....	\$0.00 per day/item
Reference Item.....	\$1.00 per day/item
Interlibrary Loan Material.....	\$3.00 per day/item

NO OVERDUE FINES are charged for:
 Children's materials
 Young Adult materials
 Materials at University/College Libraries

NO OVERDUE FINES are charged to the following patrons:
 CPL-GB (age 60 and over)
 CPL-DISABLD
 CPL-HOMBD

BILL THRESHOLD..... \$25.00

MATERIAL RECOVERY REFERRAL

Fee for account referral to collection agency..... \$15.00

REPLACEMENT PRICES

Borrower pays list price for material as shown online. If database shows no list price, patron is charged as follows:

Hardcover Book.....	\$26.00
Adult Paperback Book.....	\$16.00
Children's Paperback Book.....	\$5.00
Audiobook.....	\$50.00
Blu-Ray.....	\$25.00
Comic Book.....	\$3.50
Compact Disc.....	\$14.00
DVD.....	\$15.00
DVD Set.....	\$60.00
Interlibrary Loan Material.....	Value of item
Magazine.....	\$6.00
Pamphlet.....	\$2.00
Reference Material.....	Value of item
Mobile Hotspot Device.....	\$75.00
Mobile Hotspot Case.....	\$15.00
Mobile Hotspot Cable.....	\$6.50
Self-Playing Device.....	\$80.00
Misc. uncataloged material.....	\$5.00/item

LOST OR STOLEN LIBRARY CARD..... \$1.00

DAMAGE FINES

Major..... Replacement price

PASSPORT APPLICATION FEES

Application Processing fee.....	\$35.00
Passport photo fee.....	\$10.00

INTERLIBRARY LOAN

LOAN FEES CHARGED TO LIBRARIES

Ohio Libraries.....	No charge
Out-of-State Libraries.....	\$10.00 per item
Foreign Libraries.....	\$20.00 per item

DUPLICATION FEES

Scans (1-30 images).....	minimum \$15.00/item
Paper (1-30 images).....	minimum \$30.00/item

Additional fees may be charged. See Fines and Fees Schedule; Part B for list of fees for scans and printouts made by staff.

FEES CHARGED TO INDIVIDUAL BORROWERS

Borrowing.....	No charge
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LOST ITEMS

Replacement price.....	Value of item
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SELF-SERVICE COPY/PRINTING

8½" x 11" and 8½" x 14" B&W.....	\$0.10 per page
11" x 17" B&W.....	\$0.20 per page
8½" x 11" and 8½" x 14" Color.....	\$0.25 per page
11" x 17" Color.....	\$0.50 per page

Copies from Microform Reader/Printer:

8½" x 11" and 11" x 17" B&W.....	\$0.10 per page
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Use of one's own paper..... Charge based on paper size

FAXING

Self-service faxing from multifunction device..... No charge

SCANNING

Self-service scanning on MFD sent to email address.....	No charge
Self-service scanning on KIC Scanner in CDPL.....	No charge
Self-service scanning to one's own device.....	No charge

PHOTOGRAPHING/TAPING/FILMING ON LIBRARY PROPERTY

Wedding photography.....	\$100.00
Commercial filming.....	Charge quoted upon request

MISCELLANEOUS

Tote Bags (non-complimentary).....	\$0.10 per bag
Earbuds.....	\$1.00/pair
Flash drive.....	\$7.00/each

SALES TAX

Ohio sales tax is included in fees charged for self-service copying, printing, scanning, and faxing from library multifunction devices, and for miscellaneous items such as passport photos.