



RENTAL FEES									
11. Book	No rentals	None	None	None	None	None	None	None	None
12. Video	No rentals	\$1.00/week	None	None	None	\$0.50	None	None	None
13. CD	No rentals	None	None	None	None	None	None	None	None
14. DVD	No rentals	\$1.00/week	None	\$2.00/5 days	None	\$0.50	None	None	None
15. Audiocassette	No rentals	None	None	None	None	None	None	None	None
16. Other:	No rentals	None	None	*\$2.00/5 days	None	None	None	None	*video games
17. Equipment	No rentals	N/A	None	None	None	None	None	None	None
OTHER FEES/CHARGES									
18. Reserves	\$0.00	None	N/A	None	None	\$0.25	\$0.00	None	
19. Reserves not picked up	\$0.00	None	N/A	*\$1.00	None	None	\$0.00	None	*Charge if hold is left after 5 days
20. ILL	\$0.00	\$3.00	N/A	\$5.00	\$5.00	\$0.25	\$0.00	None	
21. Copies	\$0.15	\$0.15	\$.10/copy	**	\$.15/page	\$0.10	\$0.15	\$0.25	**\$.20 for B&W; \$.50 for color
22. Lost Card	\$2.50	\$1.00	\$1.00	\$1.00	\$2.00	\$3.00	\$1.00	\$2.00	
23. Internet Usage	\$0.00	None	N/A	None	None	None	\$0.00	None	
24. Meeting Room	\$0.00	\$20.00	Varies	See note	None	None	\$0.00	\$10.00/per hour	Note - depends on size of room \$15-\$150/hr
25. Meeting Room - other	\$0.00	\$5.00	Varies	None	*\$50.00	None	\$10.00	**\$35.00	*After hours when staff or security must be present ** cleaning deposit if food and beverage are served
26. Classes	\$0.00	\$0.00	N/A	See note	None	None	See note 2	None	Note - depends on class \$19-\$89 2 - no charge during open hours: \$10/hour after library is closed.
27. Other:	\$.10 - p.c. printout	N/A	\$2.00 - repairable book damage	None	*\$115/item	None	**\$10.00	None	*Link+ lost materials **if serving food in meeting room
28. Other.	\$0.25 - color copy	N/A	\$5.00	None	*Unit Cost	None	None	None	*for damaged materials + proc. fee of \$5
29. Uses a collection agency?	No	Yes	No	Yes	Yes	No	Yes	No	

## OPTIONAL

### **Additional Comments, Clarifications, etc.**

**Colusa County** - \$.10 computer printout, \$.25 color copies

**El Dorado County**- Processing fees: lost book \$7.00, lost magazine \$1.00, lost paperback \$1.00, lost video \$7.00, lost CD \$7.00

**Lincoln Public Library** - For books, magazines, paperbacks, video, CDs, audiocassettes and DVD, lost and paid charges in the fee above plus the retail cost of the item.

**Sutter County** - Collection Agency - We use Sutter county ORC (Office of Revenue Collections)

### **Additional Information**

#### **1. We'd like to know what recourse other libraries follow when they cannot collect overdues or payment for lost books.**

**El Dorado** - We refer our accounts to our County Revenue Recovery division. We charge a \$25 referral fee per account.

**Roseville** - Block cards if overdue fines/fees are not paid; send account to City Attorney's collection division.

**Sutter County** - 1 - Patron loses borrowing privileges when account balance is \$10 or over 2 -Patron with account balance of \$50 and over for fines & materials is submitted to ORC.

**Yolo County** - We refer all accounts owing \$50 or more (materials and fines combined) to Unique Management Services, Inc. Accounts over \$150 are also referred to the County collection agency.

#### **2. Collection agency: At what point do they write it off as "uncollected"? What are the next steps? Is the person's library card terminated?**

**El Dorado** - Revenue Recovery gives up after three years and we make a note of it on the patron's record.

**Roseville** - Never terminated - we suspend privileges and keep record for future reference.

**Sutter County** - 1 - ORC cannot take patron to Small Claims Court after 3 years 2 - ORC does "release of liability" after 5 years, with option of reopening if addtl contact info. becomes available 3 - Library purges inactive patron accounts after 3 years

**Yolo County** - UMS will write off as "uncollected" if the account belongs to a juvenile or they are unable to locate the patron. Uncollected accounts older than 3 years are written off annually, and the patron account is deleted from the ILS database.

#### **3. List creative/alternate revenue sources (e.g., fee-based classes/workshops, in-library sales, wish list programs, web links.**

**Lincoln Public Library** - All alternative revenue is generated by our Friends in-library sales of books and bags and fundraising events.

**Sutter County** - Friends of the Library; Scholastic Book sales

**Yolo County** - In-library sales of flash drives and earbuds.