

North Greenbush Public Library

Fine Policy for Overdue Items Effective Date 12/01/21

Overdue fines are not charged for most items (see table below) checked out at the North Greenbush Public Library (NGPL), regardless of what library* owns the item, what library card was used to check out an item, or where the item was returned. However, Museum Passes and Wi-Fi Hotspots are subject to late fees (see table below).

NGPL card holders are responsible for overdue fines for any item they check out at other libraries within the Upper Hudson Library System (UHLS.) Fines may be paid at any UHLS member library (including NGPL) or online through the patron's library account.

NGPL patrons who do not return an item within 30 days of its due date will be billed for its value (see attached form letter), which is determined when the item is processed into the library's collection. If more than one item is overdue on a given date, the patron will be billed for the total value of all items. If additional items become overdue at a later date, the total value of the additional items will be added to the patron's overdue bill. When the total amount a patron owes exceeds \$10.00, their library privileges will be suspended until the overdue items are returned or the Library is reimbursed for the total value of overdue items. A patron's suspension will be lifted once the overdue items are returned or the overdue bill is paid.

The table below provides the loan periods and fines for various items in the Library's collection.

Items	Loan Period	Fine
New Books	14 days	No Late Fine
Books	28 days	No Late Fine
Magazines	14 days	No Late Fine
Audiobooks	28 days	No Late Fine
Music CDs	28 days	No Late Fine

North Greenbush Public Library

DVD's	7 days	No Late Fine
-------	--------	--------------

Non Fiction DVD's	14 days	No Late Fine
-------------------	---------	--------------

Holiday Books	14 days	No Late Fine
---------------	---------	--------------

Wifi Hotspot	7 days (unable to renew or request)	\$1.00 per day (max - \$5)
--------------	-------------------------------------	----------------------------

Museum Passes	3 Days (unable to renew or request)	\$5.00 per day (max- \$25)
---------------	-------------------------------------	----------------------------

*Library in this policy means libraries in the Upper Hudson Library System which include all public libraries in Albany and Rensselaer counties. which are Albany Public Library, Altamont Free Library, Berlin Free Town Library, Berne Public Library, Bethlehem Public Library, Brunswick Community Library, Castleton Public Library, Cohoes Public Library, William K. Sanford Town Library (Colonie) , East Greenbush Community Library, Grafton Community Library, Guilderland Public Library, Cheney Library (Hoosick Falls), Menands Public Library, Nassau Free Library, North Greenbush Public Library, Petersburg Public Library, Poestenkill Library, RCS Community Library, Rensselaer Public Library, Rensselaerville Library, Sand Lake Town Library, Arvilla E. Diver Memorial Library (Schaghticoke), Stephentown Memorial Library, Troy Public Library, Valley Falls Free Library, Voorheesville Public Library, Robert A. Fahr Watervliet Public Library, and Westerlo Public Library.

Approved by Board 12/03/2020