



SPOKANE PUBLIC LIBRARY

DOCUMENT #50.2

EFFECTIVE DATE: November 21, 1994 (Revised September 17, 2002, February 19, 2003, January 22, 2013)

SUBJECT: POLICY ON FINES AND FEES

1. POLICY

- 1.1 In accordance with RCW 27.12.270, RCW 27.12.305 and other relevant state law, Spokane Public Library will provide library services to all residents of the City of Spokane without charge with the exception of normal fines and fees incurred as a result of extended materials use or loss and damage to library materials and property. Library services shall also be provided without charge to those who own property, a business, or run a non-profit within the City of Spokane corporate/municipal boundaries, and employees of Spokane Public Library. Hereinafter, these groups shall be defined as "Residents" for purposes of this policy.
- 1.2 For purposes of this policy, "Non-resident" shall be residents of any municipality or area outside of the corporate boundaries of the City of Spokane.
- 1.3 Pursuant to RCW 27.12.180, 27.12.280, 27.12.240, and other applicable policies, the Board may contract with a governmental unit or Board of Trustees to provide library services to a "group of non-residents" otherwise served by another library system. In the event of such a contract, represented non-residents would not be assessed a non-resident fee.
- 1.4 In an effort to ensure consistently high quality service to City of Spokane residents and be accountable to funding sources, the Spokane Public Library will extend library services to non-residents for an annual fee, as determined by the Board of Trustees in consideration of per capita costs, average household cost of services for residents, and other relevant factors pertaining to the cost of services as funded by the City of Spokane. Additional fees may be set for special services as defined by the Board including requests, mailing, interlibrary loan and other services as determined by the Board. Employees of the City of Spokane not residing in the City of Spokane will receive a card without fee to support their employment needs for information and ongoing learning. In recognition of personal time contributed to the library, volunteers living outside city limits, but who are not eligible for a reciprocal card, who consistently contribute time will be granted free non-resident library privileges for the duration of their volunteer tenure.
- 1.5 The Board will annually set all fines and fees for the following budget year upon adoption of the Library's annual budget by the City Council. The fees will be set after the Board has determined that fees reflect a fair value for services and that the fees are applied equitably.