

**CLEVELAND PUBLIC LIBRARY**

**Community Services Committee**

October 19, 2021

**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 from time to time, to provide greater clarity and definition to library operations and services; and

WHEREAS, The introduction of new programs and initiatives that include the lending of laptops and other electronic devices or equipment that is not included in the Online Public Catalog requires the addition of a blanket fee statement to Part A of the Schedule; now therefore be it

RESOLVED, That the Board of Library Trustees approves the revised Fines and Fees Schedule, as attached, to be effective October 22, 2021.

# CLEVELAND PUBLIC LIBRARY

## FINES AND FEES SCHEDULE: PART A

### OVERDUE FINES

<b>ADULT MATERIALS</b>	
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

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

### ELECTRONIC DEVICES AND OTHER UNCATALOGED EQUIPMENT

For Chromebooks, laptops, and other peripheral electronic devices loaned out for use within library buildings, Best Buy Teen Tech Center equipment, and any other devices or equipment not included in the Online Public Catalog that is loaned out as part of a program or other initiative – the responsible party will reimburse the Library for the cost of repair or replacement of the device or equipment plus any associated fees.

### 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

Members of the Best Buy Teen Tech Center receive a \$0.50 credit for printing per day.

### 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.

# CLEVELAND PUBLIC LIBRARY

## FINES AND FEES SCHEDULE: PART C

### Meeting Room/Auditorium/Facility Fees

	During Library Hours	Before Library Hours	After Library Hours
<b>MAIN LIBRARY</b>			
Auditorium	\$500/four hours + staff costs	\$500/hour + staff costs	\$2,500 + staff costs
Louis Stokes Wing Lower Level and 1st Floor Lobbies	Not available	Staff costs	\$2,500 + staff costs
Indoor Reading Garden	\$2500	\$250/hour + staff costs	\$2,500 + staff costs
Louis Stokes Wing Conference Rooms (A - E, Legacy Room)	No charge	Staff costs	Staff costs
Learning Commons Exclusive Access	\$2,500 + staff costs	\$500/hour + staff costs	\$2,500 + staff costs
Louis Stokes Wing 10th Floor Lobby	Not available	Staff costs	\$500/hour + staff costs
Cleveland Digital Public Library	No charge	\$100/hour + staff costs	\$2,500 + staff costs
Eastman Reading Garden	Not available	Not available	\$2,500 + staff costs
Multiple room booking fee	\$100	\$100	\$100
If food served	\$50	Included in room charges	Included in room charges
<b>LAKESHORE FACILITY</b>			
Auditorium	\$500/four hours + staff costs	\$500/hour + staff costs	\$2,500 + staff costs
<b>BRANCHES</b>			
Branch Meeting Rooms	No charge	Staff costs	Staff costs
If food served	Minimum \$100/two hours	Minimum \$100/two hours	Minimum \$100/two hours