

CLEVELAND PUBLIC LIBRARY

Community Services Meeting

December 14, 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 COVID-19 pandemic required the Library to temporarily change many of its services in order to find ways to better serve the community. As copying and printing on the multi-function devices are among the most widely used services, one of the changes was to provide every patron with a one dollar (\$1.00) printing credit every day; and
- WHEREAS, While the credit was set to expire at the end of 2021, the Library would like to extend the credit indefinitely; now therefore be it
- RESOLVED, That the Board of Library Trustees approves the revised Fines and Fees Schedule, as attached, to be effective December 17, 2021.

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

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

All patrons will receive a \$1.00 credit for printing per day. Beyond that, fees are charged as follows:

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 deviceNo charge

SCANNING

Self-service scanning on MFD sent to email addressNo charge
 Self-service scanning on KIC Scanner in CDPLNo charge
 Self-service scanning to one's own deviceNo 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.