

RESOLUTION NO. 784

A RESOLUTION AMENDING LIBRARY POLICIES AND PROCEDURES REGARDING CHECK-OUT OF BOOKS AND OVERDUE CHARGES.

WHEREAS, the city staff has prepared a report on the above captioned subject which is attached hereto as Exhibit "A"; and


WHEREAS, the City Council has duly considered the subject and the recommendation(s) contained in the staff report; and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

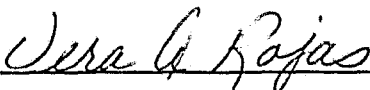
1. That the City Council does hereby adopt the staff report attached hereto as Exhibit "A", with the recommendation(s) be taken.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 6th day of August 1990 and filed with the Wilsonville City Recorder this date.



JOHN M. LUDLOW, Mayor

ATTEST:



VERA A. ROJAS, CMC, City Recorder

SUMMARY of Votes:

Mayor Ludlow AYE
Councilor Edwards ABSENT
Councilor Chandler AYE
Councilor Clarke AYE
Councilor Dant AYE

Wilsonville Public Library

8200 S.W. Wilsonville Road
Wilsonville, Oregon 97070
Phone: 682-2744

EXHIBIT "A"

TO: Honorable Mayor and City Council
FROM: *SWT* Stephen W. Turner, Library Director
SUBJECT: Changes in Library Policies and Procedures
DATE: 1 August 1990

It has come to my attention that changes attending the new countywide library computer system (LINAS) will require some amendment of the Wilsonville Public Library Policies and Procedures approved by City Council 18 December 1988. The sections affected are CHECKOUT and OVERDUE CHARGES on page 5. The checkout period for most items has been standardized countywide at 28 days, and the overdue fee system works differently with LINAS. As changes in specifics in these areas are generally fairly routine, I am recommending that Council approve more general language for these sections in order to allow for greater flexibility in the future as well as to accommodate the new current practices.

The existing sections to be amended read as follows:

CHECKOUT:

Books will be checked out for a period of 21 days and can be renewed once for an additional 21 day period. This policy can be modified at the discretion of the librarian for new books with a waiting list. Current magazines remain in the library, but back issues will be checked out for a one-week period.

OVERDUE CHARGES:

Books and library materials are charged on the eighth day that they are overdue. The computer prints a postcard that is mailed from the County Library and places these overdue charges against the patron card in the computer to alert the library that a fine has been recorded.

I recommend that these sections be amended to read as follows:

CHECKOUT:

Circulation periods and renewal policies for library materials are established by the Library Director, subject to the consent of the Library Board. Items designated for reference use, including current-issue magazines, normally do not circulate, but may be circulated at the discretion of the Library Director or delegated staff.

OVERDUE CHARGES:

Procedures for notice and collection of overdue library materials, including charges for late returns, are established by the Library Director, subject to the consent of or appeal to the Library Board.

The language recommended here will enable the Library Director to respond flexibly to circumstances, subject to the oversight and consent of the Library Board. If any controversy should arise with respect to these policies, Council is in a position to resolve the issue, since any decision of the Library Board may be appealed to the Council; also Council may determine whether it will accept the appeal for hearing, so need not devote its time to issues it feels can be left to the Library Board.

After I have become more familiar with the Library and the City, with your permission I would like to return to the Council with other suggestions for amendment to the Library Policies and Procedures document in order to further increase both its usefulness and its flexibility.