

BACKGROUND

The Town of Bruderheim Library Board believes that it is important to get material into the hands of the user at a time and a place convenient for the user. However, some library materials may require restrictions. These could include reference books, irreplaceable materials, materials in an unusual format, materials that are only useful if all the parts are available, or materials that are easily mutilated.

POLICY

The Town of Bruderheim Library Board will make available for loan with a few exceptions, a variety of informational and recreational materials.

GUIDELINES

1. All books, compact discs, and DVDs normally considered part of the Library selection shall be loaned to the public free of charge and within the rules and regulations as established in the Library Board's bylaws.
2. The only exceptions to the above lending policy are as follows:
 - 2.1 encyclopedias
 - 2.2 dictionaries
 - 2.3 atlases
 - 2.4 reference materials which are labeled as such
 - 2.5 reserve materials
3. Seasonal, school and in demand items may have a limited borrowing period.
4. Holiday and extension loans are available.
5. Inter-library loans are lent for a period determined by the lending library.

Reviewed: March 2020

Date for Review: March 2025