

Holden Municipal Library

POLICY: TRAC/TAL (The Regional Automation Consortium/The Alberta Library)

In recognition of the Alberta public library community's attempt to provide barrier-free, seamless access to libraries in Alberta, Holden Municipal Library endorses the reciprocal borrowing agreements as entered into by Northern Lights Library System. This includes the "card recognition" for patrons using Northern Lights, Marigold, Yellowhead, Chinook Arch and Peace Library card. Holden Municipal Library agrees to recognize the TRAC(The Regional Automation Consortium) cards and TAL (The Alberta Library) Card. Holden patrons will be informed of the agreements, and will be encouraged to visit their sister libraries throughout Alberta.

1. Membership:

- a) Holden Municipal Library will not issue TRAC/TAL cards to Reciprocal patrons (those whose home library is NOT Holden Library, unless those patrons purchase a Holden Library card and pay the appropriate fees.
- b) Holden Municipal Library patrons will not be issued a TRAC/TAL card From any library except Holden Municipal Library, unless membership in that Library is purchased.
- c) Holden Municipal Library shall not charge an additional fee for issuance of a TRAC/TAL card.
- d) With the exception of TRAC members (Yellowhead, Marigold Northern Lights) when a patron from another library presents a **valid TAL** card plus one piece of ID, they will be issued a Holden Library Barcode. TRAC/TAL cardholders will be expected to abide by the policies of the Holden Municipal Library for circulation, fines etc.

2. Borrowing Rights:

2.1 Borrowing Limits, Circulation Periods and Fines:

- a) Holden Municipal Library patrons taking a TRAC/TAL Card to another library will be governed by the policies of the LENDING Library with regards to the number of items borrowed, circulation period and fines generated from late due, lost/damaged items.
- b) Patrons borrowing materials from Holden Municipal Library shall be limited to 5 (five) items per visit, circulation period will be for 2(two) weeks for all materials with the exception of audio/visual and periodical which are 1 (one) week circulation. Fines will be the replacement cost of a lost/damaged item; overdue fines are 10 cents per item per day to a maximum of \$5.00 total fines, as per Holden Library's policies.

2.2 Extended Reference Services

- a) Holden Municipal Library patrons presenting a TRAC/TAL card at another library are NOT entitled to any extended reference services at that library. (Extended Reference Services may be defined as any questions or query requiring the services of that library's reference service provider. The patron must return to Holden Library for reference services.
- b) Although the staff at Holden Municipal Library will make every attempt to assist a TRAC/TAL patron with a reference query, in the case that it cannot be fully answered, the question will not be forwarded to Northern Lights reference service provider. The history of the reference search may be provided to the patron's home library if so requested.

2.3 Interlibrary Loans

- a) Holden Library patrons presenting a TRAC/TAL card at another library are NOT entitled to make use of that library's interlibrary loan service. Patrons must return to Holden Library for that service.
- b) Patrons presenting a TRAC/TAL card at Holden Library are NOT entitled to make use of the interlibrary local services. However, the information may be passed on to the patron's home library, if so requested.