

William Paton Public Library

Circulation Policy

Check out period for library material is calculated on calendar days.

- Books and audio books have a 2-week period with the ability to renew.
 - Note: Newer releases can only be renewed once.
- Magazines have a 2-week period.
- DVDs have a 1-week period and NO renewal on new releases.
- Newspapers and annuals have a check out period of 1 day.
- There is no limit to the number of books that can be checked out at a time.
 - Limit of 6 DVDs per family that can be checked out at one time.
- No fines for over dues.
- Printer:
 - Copies black/white are \$.10 a page
 - Copies color are \$.25 a page
- Fax:
 - Prices are \$.50 for the 1st page and then \$.25 for any additional pages

Material may be renewed over the phone, in person or by email.

Other

Laptops are in house use only and are not available for check-out. They may NOT be removed from the building.

The library public access computer policy applies to all laptop usage.

Board meetings are held on the 1st Thursday of the month at 6pm. All meetings are open to the public and the agenda will be posted the day before. Any grievances or complaints from patrons will be reported to the board by the librarian. Any patron objecting to the library materials must fill out a reconsideration request form.

Revised: July 2021