

BAYPORT PUBLIC LIBRARY

POLICY ON ACCESS TO MATERIALS, RESOURCES AND SERVICES

To make the materials, resources and services selected by the Library widely and equitably available to all, the following policies apply:

1. The Bayport Public Library/Washington County Library does not discriminate in providing access and will not restrict the use or loans of our materials, resources, and services based on the origin, age, background or views of people wishing to use the library.

Parents or guardians have the responsibility to guide and direct the use of library facilities, materials, resources, equipment and services by their children or wards. Parents or guardians may restrict access to videotapes and DVDs in the adult collection for their children who are 17 years of age or younger.

Parents may have access to the titles of material checked out by their children if they share the same address and if the parent appears in person at the library with valid identification showing proof of address. A child may request that the library restrict a parent's access to this information upon formal written notice to the Washington County Attorney. The Washington County Attorney may approve such request if determined to be in the best interest of the child. (See M.S. 13.02, subd.8)

2. The Bayport Public Library/Washington County Library complies with the requirements of the Children's Internet Protection Act (CIPA) and filters Internet access to visual depictions of sexually explicit and obscene materials at all public and staff computer workstations. These filters can be disabled at the request of an adult 18 years of age and older as required by the CIPA.
3. All Washington County residents are eligible to use the Library's services. Non-residents who pay property taxes in Washington County may also register with the County Library. Washington County Library cards will be issued to all registered users. Under contractual agreement with the cities of Stillwater and Bayport, their residents who hold valid city library cards are considered Washington County Library cardholders; no additional registration is required.
4. Bayport Public Library offers its services to all Minnesotans consistent with terms of the State Borrowers Compact. Non-Washington County residents with a valid library card from another Minnesota public library may register the card with Bayport Public Library/Washington County Library and receive all services provided to Washington County residents.
5. Residents of other states or of a Minnesota jurisdiction that does not participate in the State Borrowers Compact may also obtain user privileges and a library card at a cost of \$45 per year.
6. Bayport Public Library does not charge fees for providing library-selected materials, resources, information or for staff assistance. BPL/WCL offers interlibrary loan service through MnLINK and OCLC to assist users in obtaining materials or resources not normally selected, acquired or made available by the library. The Library will pass on to users any fees charged by the lending library for these materials or resources.

7. Charges will be made for repair or replacement of damaged materials and replacement and processing of lost materials. Charges may be made to recover the costs of copying and printing. Any charges related to interlibrary loans, such as postage, will be passed on directly to the requesting patron.
8. The Library will work cooperatively with County Financial Services to seek return or repayment, including use of state revenue recapture options, from borrowers who have kept library materials valued at \$50 or more for more than 90 days past due date.

Approved August 22, 2002

Revised /Approved March 27, 2008

