

Library Policies

The Library Board resolves that the following rules shall govern the administration of the Library of the City of Granger

Policy I

The Library shall be open consistent hours as designated by the Board. Hours maybe adjusted for Holidays or weather

Policy II

All patrons must obtain a Library card to borrow Library materials. Children under the age of 14 must obtain the signature of a parent/guardian before obtaining a Library Card.

Policy III

- 1) Each borrower may draw not more than ten (10) items at a time, unless he/she has the approval of the Librarian. Any additional materials may be kept two weeks from the date of issue and may be renewed for the same period at the discretion of the Librarian.
- 2) Audio-Visual materials may be kept two weeks from the date of issue and a limit of two per person or the discretion of the Librarian.
- 3) Time sensitive materials such as magazines and new DVD's may be checked out for a time period at the discretion of the Librarian.

Policy IV

- 1) A borrower who has overdue materials shall not be permitted to check out additional materials until materials are returned.
- 2) A free will donation will be asked of the borrower with overdue materials.
- 3) The Librarian shall levy fines for materials damaged beyond reasonable wear or lost, based on the materials replacement value.

Policy V

Books from homes quarantined for contagious disease must be reported to the Librarian before returning.

(Reviewed/Approved by the Granger Public Library Board 2/12/2018)