



Blackwater Regional Library Library of Things - Guidelines for Borrowing and Use

Objects lent out by Blackwater Regional Library through its Library of Things program may be checked out at any branch. The object must be returned inside the library, not through the book drop.

A valid Blackwater Regional Library card in good standing (no fines or overdue materials in excess of \$10) is required to borrow a Thing. Borrowers of Things must be 18 years old or older, and must sign a copy of the Library of Things Lending Agreement.

LOAN PERIODS AND FINES

A Thing may be borrowed for 6 weeks and renewed one time unless another borrower is waiting. The overdue fine is \$1 per day.

PROPER USE AND LIABILITY

Use care when handling a Thing: The borrower is solely responsible for the Thing and will be billed for reasonable repair or replacement costs associated with damage or loss of Things and/or peripherals due to neglect or abuse. The Library has sole discretion in making these decisions.

A list of replacement costs of Things is maintained by the Library and is available upon request. A list of replacement costs will also be provided in the case for each Thing.

The Library of Things Lending Agreement is available upon request. Patrons will be asked to sign a copy of the Lending Agreement before checking out a Thing.

Blackwater Regional Library is not responsible for any injury, loss, or damage that may occur from use of a Thing. The responsibility to protect against loss is the borrower's.

Library staff will inspect Things prior to borrowing and again upon return. Patrons will be responsible for any damage to a Thing while in their possession. Things should be returned in the same condition as when borrowed. Kitchen items and other things that have gotten dirty while borrowed should be cleaned before being returned. Patrons returning items that need to be cleaned will be assessed a \$5.00 cleaning fee.

TYPES OF MATERIALS INCLUDED IN COLLECTION

The purpose of the Library of Things is to provide diverse opportunities for learning and engagement. The Library of Things is not intended to be comprehensive and the library is limited by a finite amount of storage space.

A list of items in the Library of Things will be maintained on the library website.

PROCUREMENT OF MATERIALS

The Library of Things collection is developed and managed to meet the cultural, informational, educational, and recreational needs of library patrons.

The library's staff will select materials based on the needs of library patrons.

The library welcomes input from the community concerning the collection. A form for purchase suggestions will be available online. All suggestions are evaluated using the same selection criteria as for other materials and are not automatically added to the collection.

The library can accept a limited number of donations, which must be presented as outright gifts. Donated materials are received with the understanding that they are subject to the same selection, evaluation, and withdrawal criteria as material acquired for purchase.

EVALUATION OF COLLECTIONS

The library will use circulation data and community suggestions to guide future selections for the Library of Things collection. Items that do not circulate and items in poor condition will be withdrawn from the library collection.

LIBRARY'S USE OF THINGS

The library reserves the right to take a Thing out of circulation temporarily to use for library purposes (workshops, demonstrations, or other programs) or to repair a damaged item.