

# SCOTT COUNTY LIBRARY SYSTEM

Board motion: 850617

Reviewed: June 2009

## CIRCULATION POLICY

ITEM	LOAN PERIOD	AVAILABILITY	RENEW	FINES	LOCATION	NOTES	
Audio Cassettes	3 weeks	MELSA Wide	Twice	\$.30 per day \$7 Max	All Branches		
Books on Cassette/CD	3 weeks	MELSA Wide	Twice	\$.30 per day \$7 Max	All Branches		
Cassette Player		In House			BP,JO,PL,SA,SH		
Compact Discs	3 weeks	MELSA Wide	Twice	\$.30 per day \$7 Max	All Branches		870914, 881010
Compact Disc Player		In House			BP,JO,SA	May be shipped in delivery	
Data/Video Projector	<del>72 hours</del>	Lib Use only	No	<del>\$5.00/Day</del>		Same as In Focus	
DVD's	1 week	MELSA Wide	Twice	\$1 per day \$7 Max	All Branches	2 title limit Must return to SCL	
Hardcover Books	3 weeks	MELSA Wide	Twice	\$.30 per day \$7 Max	All Branches		
In Focus Projectors		In House	No		All Branches except ENM		
Magazines	1 week	MELSA Wide	Twice	\$.30 per day \$7 Max	All Branches	Current issues not circulated	
Microfilm							
Overhead Projector	72 hours	Lib Use only	Twice	\$5 per day Repair charges	Savage	Email Deb K to reserve	
Paperbacks	3 weeks	MELSA Wide	Twice	\$.30 per day \$7 Max	All Branches		
Reference	None	In House			All Branches		850617, 900212, 910311
Toys	3 weeks	MELSA Wide	No	Replacement Cost	BP	1 toy per child, Return to BP	880314, 880411, 891009, 901008
VHS Tapes	1 week	MELSA Wide	Twice	\$1 per day \$7 Max		Must return to SCL, 4 ITEM LIMIT	841012, 860210, 890213, 881010, 021014