



Policies and Procedures
Policy 0012

Table with 2 columns and 3 rows. Row 1: ELIGIBILITY FOR USE. Row 2: Date of Origin: July 9, 1998 | Approved By: Library Director & Library Board. Row 3: Date(s) of Revision: January 18, 2001, May 18, 2006, November 17, 2011 | Date(s) of Review:

BASIS FOR DETERMINATION OF ELIGIBILITY:

Stevens County Rural Library District is a special-purpose district funded primarily through a property tax, set by state law and collected only in the unincorporated county and annexed cities and towns. Eligibility to use District facilities and services is based on residency or property ownership in this geographic area and interlocal service agreements with other cities, towns, and counties.

DEFINITION OF RESIDENCY

A District resident is a person who resides in unincorporated Stevens County or an annexed or contracting city or town.

RESIDENT USE

The District serves all residents of its service area as defined above. In addition to those residing in its service area, the following shall be considered as residents and eligible for use of all District services without payment of a non-resident fee.

- 1. Persons residing outside the defined service area but owning property within it.
2. Residents of areas included in interlocal agreements with other libraries, library districts, and cities, except for any specific services cited in the interlocal agreement as not being available to the jurisdiction's residents and for any specific services provided through a vendor license agreement that prohibits non-resident use.

NON-RESIDENT USE

Persons residing outside the District's service area who are not included in either of the above two resident use categories may use without charge library services for which a library card is not required.

An eligible non-resident may use services for which a library card is required through payment of an annual fee entitling everyone residing at the same street address (i.e., house, apartment, or other type of living unit) to resident library privileges at no additional charge. The annual fee is governed by a Stevens County Rural Library District Board of Trustees Resolution.

- 1. An eligible non-resident is a person residing in a city or town within Stevens County that funds and operates a municipal library, or a person residing outside Stevens County.
2. Persons residing in cities and towns within Stevens County that do not fund and operate a municipal library are not eligible for non-resident use and may not obtain a non-resident library card.

LIMITATIONS TO USE

The use of District facilities and/or services may be limited when excessive demands of groups or individuals may curtail services to others.

DENIAL OF SERVICE

The use of District facilities and/or services may be denied for due cause. Due cause includes, but is not limited to, failure to return library materials or pay associated charges, and violations of the District's Patron Code of Conduct Policy.

PROCEDURES

The Director is responsible for establishing administrative procedures necessary to carry out this policy.