

Materials Circulation

The Library lends books, magazines, CDs, audiobooks, DVDs, a telescope and other items from time to time.

Loan and Renewal Periods are as follows:

Type of Material	Loan Period	Renewal Period
Books, Magazines, CDs, Audiobooks, DVDs	21 days	21 days; subject to recall by patron request
Telescope	7 days	7 days

Materials which have a renewal period and which are not requested by another cardholder may be renewed once, either in person, online through the patron's account, by e-mail (circulationbixby@gmail.com), or by telephone (603-547-2730). Materials that a cardholder may no longer renew, because the maximum number of renewals has been reached, must be returned to the Library.

Loan Limits (Per Card)

Type of Material	Adults	Children	New Items	Limitations
Books (new)	2	unlimited	current month	
Books	unlimited	unlimited		
Audios (new)	1	1	current month	
Audios	4	4		
Videos (new)	1	1	dated current month	
Videos	3	5		
Periodicals	10	unlimited		
Telescope				1 renewal

Overdue Fines Overdue Fines

The George H. Bixby Memorial Library endorses the ALA resolution passed at the 2019 Midwinter Meeting that “the imposition of monetary library fines is discriminatory in publicly-supported institutions providing library and information services.” Fines will no longer be assessed, but patrons are always welcome to contribute to the “Conscience Jar.” Proceeds will fund collection development and programming.

Damaged and/or lost items will be charged at replacement value. Cardholders with lost/damaged items on their cards for more than one month may have borrowing privileges suspended until the item is either returned or its replacement value paid.

Book Drop / Media Drop

All items may be returned through the book drop. Audio books must be returned secured with rubber bands.

Damaged Items

Cardholders who return Library material that cannot be easily repaired or cleaned must pay the full list price of the item borrowed. Once paid, the Library cardholder may keep the damaged item.

Lost items

Cardholders have 1 month from due date to find or replace any lost item at which time a replacement cost will be assessed.

Suspensions

Upon approval of the Board of Trustees, the Director has the authority to revoke the borrowing privileges of any cardholder who repeatedly abuses Library policies.