

Yakima Valley Libraries

Borrower Eligibility and Circulation Policy

PURPOSE

Yakima Valley Libraries (YVL) provides circulating materials for public use. This policy assures that eligible borrowers have maximum access to the Library's circulating collection. Yakima Valley Libraries Board of Trustees authorizes the Executive Director to develop and implement effective procedures and guidelines in accordance with this policy.

POLICY

Borrower Eligibility

The following individuals and groups are eligible for free borrowing privileges:

- All residents or property owners within YVL's service area or the Reciprocal service area.
- Businesses or non-profits located within YVL's service area
- Public schools and other educational or governmental agencies in YVL's service area, including their students and employees.
- Indian tribes and their members whose federally recognized lands are wholly or partially within YVL's service area.
- Library District staff

Borrowing privileges may be available for a fee to those who do not qualify in any of the above ways. See the Non-Resident Policy for more information.

To obtain borrowing privileges, applicants must provide verification of identity and eligibility. Limited-access accounts are available to unaccompanied minors and to those unable to provide verification information. Applicants can obtain more specific information on YVL's website and/or by asking a YVL staff member.

Borrower Responsibilities

A borrower, or minor borrower's legal guardian, is responsible for:

- All use made of the borrower's card(s)
- All items borrowed and for charges incurred through use of the card(s)
- Reporting loss or theft of borrower's card(s) to the Library and all use of the card(s) until the loss is reported

- Informing the Library of changes to the borrower's name, address, and other contact information

Circulation

The Executive Director has the authority to set borrowing limits, including holds and interlibrary loans, loan periods, and renewals.

The loan periods for Library materials align with standard library practices and are intended to maximize public access. Adequate notice will be provided for any changes in loan period regulations.

Failure to return borrowed materials or to pay replacement fees may result in the loss of borrowing privileges.

Applicability

This policy applies to all individuals and entities seeking Library borrowing privileges.

DEFINITIONS

YVL's Service Area: Unincorporated areas of Yakima County, and incorporated cities and towns within Yakima County which contract with or are annexed to the library district for service.

Reciprocal Service Area: Other library districts and contracting municipalities thereof through whatever agreements and policies made by the Board of Trustees and Executive Director.

RELATED LAWS

RCW 27.12.270 Rules and Regulations – Free use of libraries

RCW 27.12.285 Library services for Indian tribes.

RCW 27.12.360, 27.12.370, and 27.12.380. Annexation of city or town into library district.

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