



**THE BOARD OF LIBRARY TRUSTEES OF THE  
ST. CHARLES PUBLIC LIBRARY DISTRICT  
KANE AND DUPAGE COUNTIES, ILLINOIS**

**ORDINANCE NO. -2018-2019 – 5**

**AN ORDINANCE SETTING FINES, COSTS AND OTHER PENALTIES FOR  
OVERDUE BOOKS AND MATERIALS AND OTHER OFFENSES**

WHEREAS, the Board of Library Trustees of St. Charles Public Library District, Kane and DuPage Counties, Illinois, ("the Board") was duly organized and is now operating under the Public Library District Act of 1991, 75 ILCS 16/1-1, *et seq.*; and

WHEREAS, the Illinois Public Library Act, 75 ILCS 16/1-1 *et seq.*, provides that the Board of Trustees of the Library District has the power to enact ordinances and regulations for the governance of the Library (75 ILCS 16/30-55.5), and further provides that the Board may provide by ordinance, fines and penalties for injury to any book or other Library material or to any real or personal property belonging to or in the custody of the Library, and for failure to return any book or other material or personal property belonging to or in the custody of the Library; and

WHEREAS, the aforesaid statute provides for the Board to establish penalties for persons who violate an ordinance of the District of fines and other penalties; and this Board has passed ordinances setting and revising such penalties from time to time; and

WHEREAS, this Board finds it in the best interest of the taxpayers, residents and electors of this District that appropriate fines and penalties be revised as set forth herein and that such revisions will provide for the greatest benefit to the greatest number of the residents and taxpayers of the District;

NOW, THEREFORE, BE IT ORDAINED by the Board of Library Trustees of the St. Charles Public Library District, DuPage and Kane Counties, Illinois, that:

Section 1. Patrons are responsible for the loss or damage to any material, equipment, or property. The replacement cost for material is the current retail price of the items plus a service fee. In other cases, the cost may be for repair, bindery, jackets, pockets, etc. In the case of out of print material, the patron will be responsible for the additional replacement costs.

Section 2. Refunds are made upon presentation of a paid receipt for lost items which subsequently are found. After a 90-day period, no refunds will be made. The service fee is not refundable.

Section 3. Fines are charged daily for material or equipment returned after the due date. Overdue notices will be sent to the patrons via email, texting or mail depending on their contact preference. Billing is done quarterly by the Library's consortium. After seven weeks, overdues are turned over to the Library's materials recovery agency for collection.

Section 4. Overdue fines vary depending on the format of the item. A list of current fines are found on the Library's website.

Section 5. A patron's borrowing privileges will be denied if (1) the patron has fines of \$10.00 or more; (2) the patron has one item overdue at 45 days. Patrons denied borrowing privileges may not use other patrons' library cards, as library cards are not transferable.

Section 6. Fees are charged in the case of materials, services, or facilities provided for primary or exclusive use by individual patrons and for which patron-specific costs are incurred by the Library. When the Library incurs an expense for an individual for a service that is available to the individual without charge, the expense incurred by the Library will be charged to the individual when he or she cancels without adequate prior notification to the Library.

Section 7. The Board may, on such occasions as the Board deems fit, establish or adopt an "amnesty program", permitting fines to be waived on proof of the patron's making a contribution to an approved charitable organization or on other terms and conditions as the Board deems reasonable to promote return of Library materials at minimum cost and staff involvement.

Section 8. This Ordinance shall be in full force and effect from and after its passage and approval according to law, and any resolutions or ordinances in conflict herewith are hereby repealed; and should any part of this Ordinance be adjudged invalid or unconstitutional, such adjudication shall affect only that part of this act specifically covered thereby, and shall not affect any other provisions or parts of this act, but shall be severable therefrom.

PASSED by The Board of Library Trustees of the St. Charles Public Library District, Kane and DuPage Counties, Illinois, on this 14<sup>th</sup> day of November, 2018 by a vote of:

AYES: Gephart, Steimle, DeVault, Hill, Haines, Prath

NAYS: None


ABSENT: Kaluzsa


ABSTAINING: None

APPROVED:

(SEAL)

ATTEST:

  
\_\_\_\_\_  
Karen S. DeVault, Secretary  
Board of Library Trustees of the  
St. Charles Public Library District,  
Kane and DuPage Counties, Illinois

  
\_\_\_\_\_  
Michael J. Hill, President  
Board of Library Trustees of the  
St. Charles Public Library District,  
Kane and DuPage Counties, Illinois

CERTIFICATE

I, Karen S. DeVault, DO HEREBY CERTIFY that I am the duly elected, qualified, and serving Secretary, and as such am keeper of the books and records of the Board of Library Trustees of the St. Charles Public Library District, Kane and DuPage Counties, Illinois; and

I DO FURTHER CERTIFY that the attached "Ordinance Setting Fines, Costs, and Other Penalties for Overdue Books and Materials and Other Offenses" is a true and correct copy of said Ordinance which was presented, passed, recorded and posted by said Board at their meeting, on November 14, 2018 by a vote of:

AYES: Gephart, Steimle, DeVault, Hill, Haines, Prath

NAYS: None

ABSENT: Kaluzsa

ABSTAINING: None

DATED this 14<sup>th</sup> day of November 2018.

(SEAL)



---

Karen S. DeVault, Secretary