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


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 14th day of November, 2018 by a vote of:

AYES: Geiphart, Steimle, DeVault, Hill, Haines, Prath
NAYS: None
ABSENT: Kaluzsa
ABSTAINING: None

APPROVED:

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

(SEAL)

ATTEST:

Karen S. DeVault, Secretary
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 14th day of November 2018.

(SEAL)

Karen S. DeVault, Secretary