

## **Policy on Waiving Fines, Waiving Cost of Overdue Materials, and Restoring Borrowing Privileges**

The Library Director or his/her designee shall have the discretion to waive fines in extenuating circumstances. Examples include but are not limited to:

- I. Staff is unable to determine whether the patron or library is at fault regarding an overdue item(s).
- II. Inclement weather makes it dangerous to travel to the Library. Inclement weather will be defined as circumstances, which would warrant school closings.
- III. The patron or dependant has had a verifiable medical emergency requiring hospitalization or the patron has had a death in the immediate family.

The Library Director or his/her designee shall have the discretion to restore borrowing privileges to a patron and/or waiving the cost of overdue materials in extenuating circumstances. Examples include but are not limited to:

- I. Patron has declared bankruptcy through the U.S. Court of Bankruptcy.
- II. Library materials have been destroyed by fire or stolen and are not covered by insurance. A police report or other paperwork may be required.

Decisions by the Library Director or his/her designee may be appealed to the Library Board.

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