

GIFTS AND DONATIONS POLICY:

PURPOSE:

The Beacon Falls Public Library gratefully accepts all gifts, donations, endowments, and bequests which are appropriate to its mission. The Beacon Falls Public Library has adopted the following guidelines regarding mission-appropriate gifts.

POLICY:

Gifts of books, periodicals, recordings and any other materials, including those from local authors and artists are accepted only if there are no conditions placed on their use and if, in the judgement of the Library Director, they are appropriate to the Library collection based on the selection criteria stated in the Material Selection Policy.

Library staff cannot provide appraisals of the value of donated materials. Gifts that cannot be used in the collection will be given to the Friends of Beacon Falls Library for book sale fundraisers.

Monetary contributions are accepted and can be made payable to the Beacon Falls Public Library or the Friends of Beacon Falls Library.

Reviewed and approved by the Beacon Falls Library Board of Trustees at their April 11, 2018 meeting.

TABLETOP GAME CIRCULATION POLICY

PURPOSE:

The Beacon Falls Public Library maintains a collection of Games for the entertainment and enrichment of those in the Beacon Falls community. This Game policy statement will give patrons guidance regarding our collection and its terms of circulation.

POLICY:

1. Availability

The Beacon Falls Public Library has a collection of Games which are acquired in accordance with the library's collection development policy.

Games circulate to valid Beacon Falls Library cardholders, 14 years or older, with library accounts in good standing. An account in good standing has less than \$6.00 in accrued fines/lost fees pending.

2. Terms of Circulation

Up to two (2) Games may be borrowed by a single eligible cardholder at a given time. The total number of Games on any one cardholder's account at a given time may also not exceed two (2).

Games are circulated for a 7-Day Loan, no renewals,

Games must be returned to the library circulation desk during library hours. Due to the size and construction of Game boxes, please do not return to the outdoor drop box.

3. Overdue Returns

Each Game returned late is subject to a \$1.00/day late fee. Fines accrue automatically and daily on the borrower's account until the overdue items are returned and checked-in.

4. Miscellaneous

Responsibility for returning Games borrowed rests with the cardholder on whose account they were checked out. That cardholder is responsible for the prompt replacement or reimbursement at Library-cost for Games lost, stolen, damaged or destroyed while circulated to him/her.

- a. Library is not responsible for notifying patrons of impending late status
- b. Please notify the library of missing pieces as soon as possible. When a game is checked in, a Librarian or Assistant will confirm its contents before returning it to the shelving area for circulation or play. If any pieces are found missing, the library will contact the patron and ask them to look for the missing pieces. If the lost or damaged pieces impact the

Game's ability to be played, and cannot be replaced by the manufacturer, the cardholder will be responsible for the replacement or reimbursement of the Game (same edition, or newer, but not an older edition than the one circulated).

- c. Overdue fines on a cardholder's account in excess of \$5.99 must be paid before additional games may be borrowed.

Reviewed and approved by the Beacon Falls Library Board of Trustees at their April 11, 2018 meeting.