SUMMARY
This document describes the Board's policy on dealing with patrons who have not returned overdue materials borrowed from the Library.

Effective Date: Reaffirmed June 12, 2015
Reviewed October 4, 2017

POLICY
a. It is the policy of this Board to seek to use the Library’s present structure of fees, replacement charges, collection remedies and other remedial actions to reduce the number of overdue materials and to protect library assets. Harsher measures, including the option provided by K.S.A. 21-3701, may occasionally need to be applied, but only with great caution and after careful deliberation.

Procedure
b. Before prosecuting a case under K.S.A. 21-3701 the County Librarian must consult with the Library Board's attorney. The County Librarian must then obtain the approval of the Library Board before proceeding.