LIBRARY CARD POLICY

***Purpose*:**

The Board of Trustees has established this policy to ensure that full and equal access is available to resources that enhance and contribute to individual knowledge, enlightenment, and enjoyment for all.

Registration - Library Cards

Any person residing in or owning property in Mount Pleasant or rural Henry County may obtain a 3-year-card by providing current identification.

As long as the contracting fee has been paid, residents of the cities of Olds, Rome, Wayland, and Westwood may obtain a 3-year card by providing identification.

Residents of Henry County towns that have signed the Open Access Agreement may obtain a 3-year card by providing identification.

Iowa residents from towns outside of Henry County whose library has signed the Open Access Agreement may obtain a 1-year card by providing identification.

There is no charge for a library card.

Applicants Younger Than 13

Children who fit the residence requirements and are at least 5 years old are eligible for a library card according to the discretion of their parents or legal guardian. Cards for children under the age of 10 will not be issued to parents/guardians if the child is not present. Responsibility for a child's selection and return of materials, and charges accrued on the child's card is held by the parent or guardian of the child.

Applicants Age 13-18

Older children (age *13* and up) not accompanied by a parent or guardian can provide identification, such as a school or state ID to obtain a library card. A photo ID from a parent or guardian who is present at the time the card is issued is sufficient if the child's documentation is unavailable.

It is the responsibility of the parent(s) to monitor their children's use of library materials.

Borrowing Obligations

Library privileges are forfeited when patrons have fees of $10.00 or more and/or materials overdue for two months or longer.

Persons borrowing from the Mount Pleasant Public Library must agree to:

1. Be responsible for all items borrowed on his/her card
2. Be responsible for any charges that may result from loss or damage to the items borrowed
3. Inform the library as soon as possible about lost or stolen cards
4. Inform the library as soon as possible about change of address
5. Comply with all library regulations

Borrowing Regulations

1. Patrons must have their card, or picture ID, in order to checkout.
2. Patrons must pay all fees of $10.00 or more and have no overdue materials before a card will be renewed or replaced
3. A fee of $2.00 will be charged to replace lost or missing cards
4. Patrons must have some form of ID before a library card is issued. The ID can be a driver's license, state ID, student ID, etc.

Library Confidentiality

Parents should be aware that, as provided in Section 22.7(13) of the Code of Iowa, they cannot have access to records of what their child checks out. This code states that libraries may not reveal to another party any titles checked out by any individual. This includes material checked out by children. All borrowers, including children, may request this information from their own borrowing records. Parents of young children may wish to check out materials for their child on the parent's card to facilitate access to this information or have their child present when the parent requests the information. Without the child present, only the number of items checked out, the date due or the amount of fees may be released. Title information may only be given to the person who actually borrowed the items.

The library maintains a collection of materials for all ages. Anyone, regardless of age, may select from any part of the library's collection.

Approved by the Board of Trustees
November 12, 2024