



**TO:** Plymouth District Library Board      **DATE:** September 7, 2022  
**RE:** 2023 Fines & Fees Schedule      **FROM:** Shauna Anderson,  
Director

I have attached a drafted Fines & Fees Schedule for fiscal year 2023 to this memo. In accordance with the proposed 2023 Operating Budget, I suggest removing overdue fines on all Plymouth District Library materials. Additionally, I also suggest removing fees for printing under 10 pages per day.

These moves align with the library's strategic goal to "promote equity across our community and contribute to a welcoming, inclusive environment for all." Removing barriers to access allows more individuals to benefit from library services, especially those for whom library services are an economic necessity. This provision includes the added bonus of significantly reducing staff time needed to manage patron fines.

I have included with this packet a resolution produced by the American Library Association back in 2018 urging decision makers to move toward the elimination of monetary fines. This resolution cites mounting evidence that indicates eliminating fines increases library card adoption and library usage.

I have also attached to this memo a listing of local public libraries which have already removed overdue fees with great success. Canton Public Library and Ypsilanti District Library also recently went fine-free in the last few months. We are in good company in eliminating monetary fines at this time.

Resolved by Trustee \_\_\_\_\_, seconded by Trustee \_\_\_\_\_, to approve the Fines & Fees Schedule for fiscal year 2023, removing overdue fines on all Plymouth District Library materials

AYE:

NAYS:

ABSENT:

**Resolution on Monetary Library Fines as a Form of Social Inequity**

Whereas monetary fines present an economic barrier to access of library materials and services;

Whereas there is mounting evidence that indicates eliminating fines increases library card adoption and library usage;

Whereas monetary fines create a barrier in public relations, and absorb valuable staff time applying, collecting, and managing dues;

Whereas the first policy objective listed in ALA Policy B.8.10 (Library Services to the Poor) as approved by ALA Council on January 27, 2019, states that the American Library Association shall implement these objectives by “Promoting the removal of barriers to library and information services, particularly fees, and overdue charges”;

Whereas ALA Policy B.4.2 (Free Access to Information) “asserts that the charging of fees and levies for information services, including those services utilizing the latest information technology, is discriminatory in publicly supported institutions providing library and information services”;

Whereas in Economic Barriers to Information Access, An Interpretation of the Library Bill of Rights, ALA states “All library policies and procedures, particularly those involving fines, fees, or other user charges, should be scrutinized for potential barriers to access;

Whereas libraries will need to take determined and pragmatic action to dismantle practices of collecting monetary fines

Whereas libraries of all types are responsive to bodies, be they school districts, boards of trustees, college and university administration, or government entities and therefore need to be able to make the case to those bodies about eliminating fines; and

Whereas monetary fines ultimately do not serve the core mission of the modern library; now, therefore, be it

*Resolved*, that the American Library Association (ALA), on behalf of its members

1. adds a statement to the Policy Manual that establishes that “The American Library Association asserts that imposition of monetary library fines creates a barrier to the provision of library and information services.”;
2. urges libraries to scrutinize their practices of imposing fines on library patrons and actively move towards eliminating them; and
3. urges governing bodies of libraries to strengthen funding support for libraries so they are not dependent on monetary fines as a necessary source of revenue.

Mover: Peter Hepburn, Councilor At-Large, 773.426.8082

Seconders: Matt Ciszek, Councilor At-Large, 330.397.3650

Sara Dallas, Councilor At-Large, 518.859.0742

Ed Garcia, Councilor At-Large, 401-497-8992

Version: Final. 1.27.19 4:51 PM

# FINES & FEES

ITEM	COST
Non-Resident Card	\$150/year
Black/White Copies & Prints - Under 10 pages/day	FREE
Black/White Copies & Prints - Over 10 pages/day	\$0.10/page
Color Copies & Prints - Under 10 pages/day	FREE
Color Copies & Prints - Over 10 pages/day	\$0.50/page
Large-Format Prints	\$0.40/inch paper
3D Printed Items	\$0.10/gram filament + \$1/hour of printing
Processing Fee	\$2/item

Lost (over 30 days late) or damaged items will be charged for the replacement cost of each item plus the processing fee outlined above. The library will issue a refund if the lost item is returned within 60 days after payment.

Accounts with over \$50 in fees will be limited to digital checkouts until their charges are paid off.

Groups or individuals responsible for damage to the library facilities or equipment will be charged for the cost of repairs or special cleaning required.

Library	Date	Notes
Pinckney Library	1/1/2019	With the exception of Hotspots and Laptop Lending
Auburn Hills	2/18/2022	With the exception of Hotspots, iPad and Laptop Lending
Redford	4/1/2019	
Garden City	4/10/2019	
Allen Park	7/1/2019	
Belleville	7/1/2019	
Southgate	7/9/2019	
Grosse Pointe	2/1/2020	We charge overdue fines only on Lucky Star Movies, Mobile Hotspots, and Portable Charging Stations
Brandon	3/1/2020	
Manchester	06/01/2021	
Baldwin	7/1/2021	
Chelsea	8/30/2021	
Dearborn	8/30/2021	Youth and Teen material ONLY
Dearborn Heights	8/30/2021	With the exception of 1 or 2 Media Types
Ferndale	8/30/2021	
Franklin	8/30/2021	
Hamtramck	8/30/2021	
Hartland	8/30/2021	With the exception of 1 or 2 Media Types
Hazel Park	8/30/2021	
Lyon Twp	8/30/2021	
Madison Heights	8/30/2021	
Milford	8/30/2021	
Riverview	8/30/2021	
Royal Oak	8/30/2021	
Taylor	8/30/2021	We do charge an admin fee for accounts sent to collections for lost items.
Wayne	8/30/2021	
Westland	8/30/2021	
Wixom	8/30/2021	With the exception of 1 or 2 Media Types
Wyandotte	8/30/2021	
Waterford	11/8/2021	
Walled Lake	1/10/2022	Children's and Teen items only