



## **Homer City Hall**

491 E. Pioneer Avenue

Homer, Alaska 99603

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

# **City of Homer Agenda**

## **Library Advisory Board Special Meeting**

**Tuesday, July 7, 2020 at 5:30 PM**

**City Hall Cowles Council Chambers via Zoom**

**Webinar ID: 991 8847 0047 Password: 125016**

**Dial: 346-248-7799 or 669-900-6833; (Toll Free) 888-788-0099 or 877-853-5247**

**CALL TO ORDER, 5:30 P.M.**

**APPROVAL OF AGENDA**

**PUBLIC COMMENTS REGARDING ITEMS ON THE AGENDA** (3 minute time limit)

**RECONSIDERATION**

**APPROVAL OF MINUTES**

A. LAB March 3, 2020 Regular Meeting Minutes

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**VISITORS/PRESENTATIONS**

**STAFF & COUNCIL REPORT/COMMITTEE REPORTS**

A. Library Director Report for April, May, & June 2020

**Page 7**

i. 2019 Statistical Report

**Page 17**

ii. 2020 Statistical Report (laydown)

**PUBLIC HEARING**

**PENDING BUSINESS**

**NEW BUSINESS**

A. Election of LAB Officers

**Page 19**

B. Proposal for Fine-Free Library Service

**Page 20**

i. Proposal from Library Staff

**Page 21**

ii. Existing Library Fines and Fees Policy – January 2017

**Page 28**

iii. Revised Fines and Fees Policies – Options A, B, C, & D

**Page 30**

iv. Collected Research on Fine-Free Libraries

**Page 38**

**INFORMATIONAL MATERIALS**

A. Friends of the Homer Library July 2020 Newsletter

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**COMMENTS OF THE AUDIENCE** (3 minute time limit)

**COMMENTS OF THE STAFF**

**COMMENTS OF THE COUNCILMEMBER** (if present)

**COMMENTS OF THE CHAIR**

**COMMENTS OF THE BOARD**

**ADJOURNMENT**

Next Regular Meeting is **TUESDAY, AUGUST 4, 2020 at 5:30 P.M.** All meetings scheduled to be held via Zoom Webinar in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

Session 20-02, a Regular Meeting of the Library Advisory Board was called to order by Chair Marcia Kuszmaul at 5:30 p.m. on March 3, 2020 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. One seat still remains vacant.

**PRESENT:** BOARDMEMBERS KUSZMAUL, SPRINGER, FAIR, PETERSON

**ABSENT:** BOARDMEMBERS FINN AND VERNON (both excused)  
STUDENT REPRESENTATIVE GREER

**STAFF:** LIBRARY DIRECTOR BERRY  
DEPUTY CITY CLERK TUSSEY

### **APPROVAL OF THE AGENDA**

Chair Kuszmaul asked for a motion to approve the agenda.

PETERSON/FAIR MOVED TO APPROVE THE AGENDA AS WRITTEN.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

### **PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA**

### **RECONSIDERATION**

### **APPROVAL OF MINUTES**

A. LAB February 4, 2020 Regular Meeting Minutes

Chair Kuszmaul asked for a motion to approve the minutes.

FAIR/SPRINGER MOVED TO APPROVE THE MINUTES FROM THE FEBRUARY 4TH MEETING.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

### **VISITORS/PRESENTATIONS**

### **STAFF & COUNCIL REPORT/COMMITTEE REPORTS**

- A. Library Director Report dated February 26, 2020
- i. 2019 Statistical Report
  - ii. 2020 Statistical Report (laydown)

Chair Kuszmaul deferred to Library Director Berry. Library Director Berry reviewed his written staff report with the board and facilitated discussion on the following topics:

- Upcoming library events and recent February events that took place
- Historical maps of Homer area being donated to the Pratt Museum that are also being made available to the Library
- Request for Proposal in the works for purchasing new security cameras
- Working on annual E-Rate subsidy to assist in the library's internet bill
- Ideas Library staff have come up with to improve service, such as just leaving headphones plugged in rather than having to check them out
- Going Fine-Free, similar what other libraries have done across the country
- Table lamps and power strips have been installed along the tables
- Wiring that heats the paths is dysfunctional and not properly melting the ice; Building Maintenance has been working on repairing the sensor
- Endowment fund update; Finance raised concerns with some of the funding, ordinance was pulled, and is now being introduced at the March 9<sup>th</sup> City Council meeting
- Long-time resident Arnold Wallace left a large donation to the Children's Room
- Friends of the Homer Library's new officers
- Library statistics
- Library staff's efforts regarding the coronavirus
- Census 2020 computer is up and running at the Library

## **PUBLIC HEARING**

## **PENDING BUSINESS**

- A. Planned Giving Program
- i. LAB Minutes Excerpt for August 6, 2019
  - ii. Memo from LAB Chair Kuszmaul Re: Library Gift Policy/Planned Giving Program
  - iii. "Leaving a Legacy Through Planned Giving" Webinar Info
  - iv. ALA information on Implementing a Basic Planned Giving Program

Chair Kuszmaul introduced the agenda item and initiated discussion on a planned giving program. She noted what items were last reviewed at their July 2019 meeting on planned giving and what else could be done moving forward, now that the LAB's proposal for an endowment fund is progressing.

At the request of Ms. Kuszmaul, Library Director Berry provided his recommendations and how the board should approach the Gift Acceptance Policy, Planned Giving, and how it all relates to the Endowment Fund. Mr. Berry concurred that the new Endowment Fund will change the character of their donation/gift policy. He noted that some of the ideas that were being discussed initially may not work now and will need to be reviewed again, knowing what he knows now after working through the



endowment process. He reminded the board that the main purpose of the donation/gift policy should be to encourage and cultivate a relationship with donors; the hope is they will donate numerous times over the years and to show our appreciation for them. One concern library staff raised was that getting lost in the details of doing book/name plates that it can become more cumbersome.

Chair Kuszmaul opined that the LAB's focus is on the larger donations and planned, long-term giving rather than the day-to-day giving that may occur. She shared information she received from The Homer Foundation about their process on handling the acknowledgement of donors, but noted that they are not cultivating donors.

Boardmember Peterson inquired if a roll-out/introduction of this plan could be combined with another large program, such as the Celebration of Lifelong Learning. Mr. Berry responded, suggested to have their own event that is separate from the Friends of the Homer Library event.

Chair Kuszmaul and Deputy City Clerk Tussey held a brief discussion on how the board can complete the necessary task work without violating the Open Meetings Act, whether individual boardmembers should divvy up the tasks to bring back to their staff person, or to hold a worksession. Mr. Berry noted that it seemed they are now at the marketing phase of the project. The board and staff discussed what the board is tasked to do until the next meeting. Boardmembers agreed to begin coming up with brainstorming ideas based on the information provided in the packet and to forward it to Mr. Berry to combine it all into their next meeting packet. It was also agreed that they need to wait until the endowment fund is approved at the City Council level; discussion ensued on scheduling a worksession once the endowment fund is approved.

Chair Kuszmaul held discussion on covering the Donor's Policy at the same time since it coincides with the planned giving and gift policy. The board agreed to discuss the gift policy at the next meeting, and then wait to see how they will approach the planned giving portion after the endowment fund has been decided on by City Council. Ms. Kuszmaul recommended boardmembers review the materials provided to be prepared to discuss, make decisions, and plan out their next steps.

KUSZMAUL/FAIR MOVED TO REVISED LIBRARY GIFT POLICY AND BE PREPARED TO MOVE FORWARD WITH OUTLINING THE PLANNED GIVING PROGRAM AT THE NEXT MEETING.

There was discussion on distributing an update and recap of the meeting to the boardmembers for the sake of those who aren't present. Boardmember Springer supported the idea of having a step-by-step email sent out to help boardmembers.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

## **NEW BUSINESS**

## **INFORMATIONAL MATERIALS**

- A. Friends of the Homer Library February 2020 Newsletters
- B. ALA Advocacy Alert: Thank Your Representative!
- C. LAB 2020 Calendar
- D. Boardmember Attendance at 2020 City Council Meetings

Chair Kuszmaul pointed out the Advocacy Alert provided in the packet and to ensure library funds are included in federal funds.

There was discussion on LAB calendar events for April, City Council meeting attendance, terms expirations, and potential applicants for the vacant seat.

#### **COMMENTS OF THE AUDIENCE**

#### **COMMENTS OF THE CITY STAFF**

Library Director Berry encouraged attendance at the movie showing of ReWilding Kernwood. He reported that Mercedes Harness, coordinator of the FHL, is stepping down from her position; interviews for a new coordinator will be taking place later this week.

Deputy City Clerk Tussey had no comments.

#### **COMMENTS OF THE COUNCILMEMBER**

#### **COMMENTS OF THE CHAIR**

Chair Kuszmaul commented on all the work the LAB did in her absence at the last meeting. She spoke to her experiences with the 2020 census work.

#### **COMMENTS OF THE BOARD**

Boardmembers did not have any further comments.

#### **ADJOURN**

There being no further business to come before the Board, the meeting adjourned at 6:30 p.m. A regular meeting is scheduled for Tuesday, April 7, 2020 at 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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RACHEL TUSSEY, DEPUTY CITY CLERK I

Approved: \_\_\_\_\_

## Director's Report, Homer Public Library

April 29, 2020

### General Notes

The past six weeks have been a remarkable time for the library. HPL shut its doors on March 14 due to COVID-19. Ever since, staff have been working madly to convert services into virtual format, change the focus from print materials to electronic ones, develop plans for curbside pickup and computer access, reconfigure the building to promote social distancing, solve technology problems and a thousand other details.

As of this morning, the library has begun curbside pickup. Staff are thrilled to have some physical services back in action!

I split much of my time between library work and being the City Safety Officer. As we have moved beyond the immediate crisis, I have been able to focus more on library work and planning for the long term (i.e. the next six months or so).

The *Native Voices* exhibit was supposed to begin in April, but it was cancelled when the building closed.

Although it has been almost totally forgotten, the census is also taking place during this time. Census agents have suspended door-to-door visits but the website is still collecting information.

In a rare piece of good news, the library endowment fund is now up and running at the Homer Foundation.

Director's Meetings in March/April 2020					
Library Advisory Board (LAB)	Friends of the Homer Library (FHL)	Staff	City Council	Department Heads	Other
1	Numerous	Numerous	4	Numerous	Many meetings with the Homer Emergency Operations Center, various library directors, KBBI and others

### Staff Notes

Several staff members were temporarily pulled out of the library to assist other departments. Besides myself, Teresa Sundmark and David Bernard worked with the Public Information Office (PIO) to help with messaging regarding the virus. Kevin Co worked with the City IT department to help set employees up for telework.

Claudia Haines has singlehandedly redesigned the entire youth services program here at HPL. She is now doing storytime over the radio on KBBI and has planned out the summer reading program to be completed electronically. The storytime has attracted so much attention it has been featured in the wider press, including the *Anchorage Daily News* and *The New York Times*.

Employees have worked hard to keep up morale around the city. Teresa Sundmark has written to the Homer News with messages of reassurance. Matt Smith has called our more isolated patrons individually, just to check in. I delivered a Reading Between the Lines on KBBI on April 19, providing an overview of the library's current state and future plans.

Matt Smith has been working on an online certificate related to providing health reference for patrons. Teresa Sundmark has signed up for an online course in basic cataloging, beginning in June.

## **Facility**

The snow is gone. Much of the facility has been stripped of equipment to help with teleworking—many City employees are currently working from home on computers that came from HPL. One of the circulation desk computers has been moved to the back to serve as a checkin station.

Building Services are working on a variety of COVID-related modifications to the building. We have new touchless soap dispensers in all the restrooms. The door handles in the public restrooms are being replaced with push panels so that they do not have to be turned by hand.

Phase 2 of our partial-reopening plan involves allowing small numbers of patrons into the building to access computers. As preparation for that, we have roped off all areas of the library except the computer desks and rigged makeshift sneeze guards out of cardboard.

There are no major building problems that I know of.

## **Library Advisory Board (LAB)**

The LAB last met in early March and will not meet again until August, if then. The endowment fund is up and running at the Homer Foundation. Pretty much all other plans are on hold until COVID-19 passes.

### **Friends of the Homer Library (FHL)**

The FHL board has been meeting more or less continuously over email and Zoom. The Coordinator, Mercedes Harness, has semi-left the position but is still helping with grant applications and financial information. FHL members have helped launch the StoryWalk early this year. They've applied for several grants. They have also cleaned up the bookmobile and gotten it ready to go as soon as we can.

FHL members have been invaluable during the COVID crisis. They have thrown themselves into providing programming and material support for the library. The Friends deserve great credit for their efforts and can-do enthusiasm.

Events in March/April 2020		
Date	Time	Event
3/2	11:00-12:00	Memorial postermaking for Duffy Murnane
3/2	12:00-1:30	Homer Potters
3/2, 3/9	1:30-4:30	Knitting Club
3/3, 3/10	3:00-4:30	Kids' Chess
3/3	6:30-7:45	SPARC Radio Club
3/5	12:00-1:00	USDA Soil Presentation
3/5	1:00-3:00	Literary Ladies
3/6, 3/13	3:00-5:45	LARP
3/7	10:00-12:15	Tech Help
3/9	12:00-1:00	Lunch with a Councilmember
3/10	6:00-7:45	Genealogy
3/12	3:00-4:30	LEGO Club

Events in March/April 2020		
3/13	1:00-3:00	Homer Garden Club
4/3	11:00-12:00	Lit Lineup Meetup (online)
4/28	4:30-6:30	Friends of the Library Book Club

Upcoming Events in May 2020		
Date	Time	Event
Fridays 5/1-5/22	2:00-3:00	ASL Club
5/5	6:30-8:00	SPARC Club (online)
5/7	1:00-3:00	Literary Ladies (online; tentative schedule)
5/12	6:00-7:45	Genealogy (online; tentative schedule)
5/15	12:00-1:30	Writers Group (online)
5/18		SUMMER READING PROGRAM BEGINS
5/19	6:00-7:45	Writers Refuge (online; tentative schedule)
5/26	4:30-6:30	Friends of the Library Book Club

Ongoing Events		
Date	Time	Event
		Ongoing events are still very much in flux. We are encouraging community groups to sign up and do programs online.
Wednesdays 4/29-7/29	4:00-5:00	HPL Code Club
Thursdays	10:00-11:00	Storytime on KBBI with Claudia Haines

## Director's Report, Homer Public Library

June 2, 2020

### General Notes

As earlier, this month has been completely consumed by COVID-19. On May 20 we began allowing patrons back into the building to use the computers by appointment. We are only letting in five patrons at a time for three sessions, at 10:00, 1:00 and 3:00. Curbside pickup continues. We spent the closing days of the month on developing a long-term schedule that will be sustainable through the summer. Given the increased workload from curbside pickup and the reduced flexibility in staff positions, we will have to drop to five-day service when we reopen to the public. The tentative reopening date is June 8.

The Summer Reading and Learning Program launched on May 18, and a number of packets have been distributed through curbside pickup.

The Food for Kids and Teens Program began May 19, with a single large tote outside the building near the bookdrop.

There is grant money available to libraries through the CARES Act. We are applying for money to significantly overhaul our technology. Among other things, we would like to extend the wireless signal to the parking lot, acquire laptops for checkout, get self-checkout machines and convert the library to RFID technology, and replace the existing print-management system with one that can handle remote printing.

On June 1 I suggested to the City Manager that we consider issuing an amnesty on all outstanding fines, to coincide with reopening the building. This also leads into a larger discussion of going fine-free, as many other libraries have done. This will be a topic of debate for the City Council.

Director's Meetings in May 2020					
Library Advisory Board (LAB)	Friends of the Homer Library (FHL)	Staff	City Council	Department Heads	Other
0	1	Numerous	2	4	Homer Emergency Operations Center: 4

### Staff Notes

Bill Noomah has taken on responsibility for mowing the library lawn, in order to relieve some pressure on Parks and Recreation. Kudos to Amy Gordon for the incredible amount of work she put into developing the new staff schedules.

### **Facility**

Plexiglas dividers have been installed all around the circulation desk, between the computers on the floor, and in the study carrels. The public computers have been spaced out and fitted with keyboard covers. Most of the chairs are stacked in the study rooms, with the few remaining on the main floor spaced widely apart. Toys and board books have been removed from the children's room. The shelving areas have been roped off for now, but we anticipate allowing patrons into those sections soon.

### **Library Advisory Board (LAB)**

The LAB did not meet this month. There will eventually be a worksession on planned giving, but probably not until the board can meet in person.

### **Friends of the Homer Library (FHL)**

The bookmobile began operations on May 20, handing out books from the library parking lot. We had explored offering bookmobile service from the Food Pantry as well, but it sounds like that would cause too many traffic snarls.

The Friends began cleaning out their storage unit, with the goal of terminating the rental contract by June 30.

Author Carolyn Forché will give a talk in October over Zoom.

In other news, the payment for the Royal Shakespeare Company has been processed, so we are free to do our public showing of *King Lear* when circumstances allow. For the moment, the target date is still sometime in November.

Events in May 2020		
Date	Time	Event
Fridays 5/1-5/29	2:00-3:00	ASL Club
5/5	6:30-8:00	SPARC Radio Club (via Zoom)
5/7	1:00-3:00	Literary Ladies (via Zoom)



Events in May 2020		
5/26	4:30-6:30	FHL Book Club (via Zoom)

Upcoming Events in June 2020		
Date	Time	Event
6/2	6:30-8:00	SPARC Radio Club (via Zoom)
6/4	1:00-3:00	Literary Ladies
6/8	10:00	TARGET REOPENING DATE
6/23	4:30-6:30	FHL Book Club

Ongoing Events		
Date	Time	Event
Wednesdays 4/29-7/29	4:00-5:00	HPL Code Club
Thursdays	10:00-11:00	Storytime on KBBI with Claudia Haines

## **Director's Report, Homer Public Library**

**June 29, 2020**

### **General Notes**

Homer has seen a large increase in the number of coronavirus cases in the last month. Our reopening date was initially pushed back from June 8 to June 29, and then abandoned altogether. At this point the library is planning to maintain its current level of service for the indefinite future. Staff schedules have been adjusted several times and we now have an arrangement that requires only three people in the building at a time, to reduce the risk of infection.

Throughout the first half of the month I worked closely with the City IT department to draft a grant application for the Institute of Museum and Library Services. The application, for roughly \$75,000 in technology upgrades, was submitted on June 12.

<b>Director's Meetings in June 2020</b>					
Library Advisory Board (LAB)	Friends of Homer Library (FHL)	Staff	City Council	Department Heads	Other
0	1	4	2	2	6 Homer EOC meetings. Numerous meetings with city staff, equipment representatives and other librarians.

### **Staff Notes**

Matthew Smith completed an online course in providing consumer health services, which qualifies him for the Consumer Health Information Specialization from the Network of the National Library of Medicine. Kevin Co also completed a training course called "Increasing Library Access and Inclusion," about offering library services to handicapped patrons. Teresa Sundmark completed "Basic Cataloging and Classification," a course certified by the American Library Association.

### **Facility**

We submitted an application for \$75,000 worth of technology upgrades, including improvements to the wireless system, replacement of the print management software, new

laptops for circulation and upgrading the library's tagging system from magnetic strips to radio-frequency ID (RFID). Shortly afterwards, the City Council approved funds for installing the outdoor wireless transceiver, so that part of the project will begin immediately. We hope to have outdoor wi-fi coverage by about the end of August, if not earlier.

### **Library Advisory Board (LAB)**

The LAB did not meet this month. The next meeting is July 7, and will consider a proposal to go fine-free. City Council briefly discussed the idea on June 8 and indicated they would like to receive a formal proposal.

### **Friends of the Homer Library (FHL)**

At the FHL meeting on June 3 the board discussed plans for the western lot, including the need for thinning out the undergrowth and cutting back the grass around the StoryWalk posts; Bill Noomah has now added that to his lawncare regimen. There is a suggestion to build a small stage in the middle of the lot. Boardmembers have identified a possible location, but there will be much more discussion at the next meeting and there are many other groups to pull into the process.

<b>Events in June 2020</b>		
<b>Date</b>	<b>Time</b>	<b>Event</b>
6/2	6:30-8:00	SPARC Radio Club (via Zoom)
6/4	1:00-3:00	Literary Ladies
6/23	4:30-6:30	FHL Book Club

<b>Upcoming Events in July 2020</b>		
<b>Date</b>	<b>Time</b>	<b>Event</b>
Wednesdays 7/8-7/29	10:00-11:00	American Sign Language Club
7/2	1:00-3:00	Literary Ladies (via Zoom)
7/7	6:30-8:00	SPARC Radio Club (via Zoom)

Upcoming Events in July 2020		
7/12	1:00-5:00	Second Sunday Shakespeare (via Zoom)
7/28	4:30-6:30	FHL Book Club

Ongoing Events		
Date	Time	Event
Wednesdays 4/29-7/29	4:00-5:00	HPL Code Club
Thursdays	10:00-11:00	Storytime on KBBI with Claudia Haines

Homer Public Library Statistical Summary for 2019

Date: 30-Jan-20

CIRCULATION	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Y.T.D.
Total # of Items	14,807	14,004	14,720	13,453	13,083	13,478	15,511	13,884	14,535	14,904	13,882	13,167	169,428
INTERLIBRARY LOANS													
Incoming (Borrowed)	19	8	20	15	8	9	21	23	18	21	19	15	196
Outgoing (Lent)	52	15	41	34	30	33	35	45	34	24	28	16	387
STUDY ROOM USE													
# of groups	207	232	234	246	237	203	211	224	244	315	247	194	2,794
# of people	422	467	416	501	452	322	332	396	457	630	456	339	5,190
MEETING ROOM USE													
# of groups	37	27	35	24	22	26	35	23	33	32	28	27	349
ATTENDANCE													
TOTAL (*Included)	9,827	8,782	9,536	10,675	11,269	11,139	13,361	11,569	11,402	12,127	10,078	8711	128,476
*Story Hour & Lapsit	404	270	319	240	300	233	279	230	302	334	208	188	3,307
*School Classes	56	23	54	59	72	0	0	0	107	54	113	5	543
Internet sessions	3,165	3,083	3,550	3,913	4,014	4,231	4,954	4,670	4,345	3,394	3,191	2569	45,079
*Programs	358	650	144	575	1242	837	1319	287	875	844	588	276	7,995
OUTREACH													
# Visits	11	10	6	10	8	7	4	5	9	6	7	10	93
# People	339	213	49	139	352	100	10	19	220	140	67	72	1,720
NEW CARDS ISSUED													
City	36	42	31	26	47	40	34	26	47	32	47	26	434
Borough	30	23	26	20	32	42	37	32	59	41	34	12	388
Temporary	0	1	4	0	5	8	1	2	0	2	2	1	26
Reciprocal	1	0	1	0	2	3	6	6	0	2	0	0	21
VOLUNTEER HOURS													
# of people	88	83	89	20	32	32	90	70	78	93	90	80	845
# of hours	219	231.5	240	173.5	146	200	364	202.25	234.5	277.25	233.75	165.25	2,687
MATERIALS ADDED													
Books	303	177	295	187	297	356	238	317	261	403	286	369	3,489
Audio	39	12	4	0	9	11	7	12	37	21	3	22	177
Video	44	65	65	72	70	74	51	89	67	83	80	95	855
Serials	0	0	1	1	1	18	2	2	0	0	0	0	25
Electronic Resources	0	1	0	0	0	2	0	0	0	0	0	0	3
MATERIALS REMOVED													
Books	178	91	210	14	373	112	302	313	316	264	355	235	2,763
Audio	7	0	1	0	0	1	5	12	28	1	0	0	55
Video	64	8	79	23	32	196	28	1	11	14	4	93	553
Serials	0	3	0	0	0	0	0	4	0	0	0	0	7
Electronic Resources	0	0	0	0	0	14	0	0	0	0	0	0	14
REVENUES DEPOSITED													
Fines/Fees/Copies	2480.27	2316.46	2791.18	1350.85	3248.50	2783.69	2542.32	2589.16	2761.35	3422.92	1489.50	2047.59	29,823.79
Building Fund (151-)													0.00
Library Gifts (803-)													0.00
Grants			500.00		12550.00			7000.00			300.00		20,350.00
TOTALS	2,480.27	2,316.46	3,291.18	1,350.85	15,798.50	2,783.69	2,542.32	9,589.16	2,761.35	3,422.92	1,789.50	2,047.59	\$50,173.79
Incomplete													

\*Oct. interne Google

PLAG

Rasmuson

NASA/CH





# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

Office of the City Clerk

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(f) 907-235-3143

## Memorandum

TO: LIBRARY ADVISORY BOARD  
FROM: RACHEL TUSSEY, DEPUTY CITY CLERK  
DATE: JULY 1, 2020  
SUBJECT: ELECTION OF NEW CHAIR AND VICE CHAIR

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Per the board's bylaws: "A Chairperson and Vice-Chairperson shall be elected from among the appointed board members at the regular April meeting of the Board", which occurs after the last cycle of boardmember appointments/reappointments on April 1<sup>st</sup>.

Since the LAB did not meet in April or May, it is recommended that officer elections take place during your next meeting July 7<sup>th</sup>.

### RECOMMENDATION

Make a motion to select a new Chair; boardmembers can then provide nominations; Chair will call for a vote.

Make a motion to select a new Vice-Chair; boardmembers can then provide nominations; Chair will call for a vote.



## City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Homer Public Library

500 Hazel Avenue  
Homer, AK 99603

[library@cityofhomer-ak.gov](mailto:library@cityofhomer-ak.gov)

(p) (907)-235-3180

(f) (907)-235-3136

### Memorandum

TO: LIBRARY ADVISORY BOARD  
FROM: DAVID BERRY, LIBRARY DIRECTOR  
DATE: JULY 1, 2020  
SUBJECT: PROPOSAL FOR FINE-FREE LIBRARY SERVICE

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Over the last several years, hundreds of public libraries across the nation have chosen to abolish library fines. Eliminating fines offers a number of benefits to the library and the community:

- Increased circulation
- Reduced inequality between rich and poor
- Equalized rates between print and digital resources
- Improved literacy
- Reduced staff workload
- Improved public relations

Staff at Homer Public Library have discussed this subject a number of times, and are unanimous in recommending that HPL should follow the lead of other systems, including public libraries in Anchorage, Chicago, Denver, Salt Lake City, San Francisco and St. Paul. At a time when many patrons are struggling financially, eliminating fines is a cheap and easy way to boost morale, promote learning and strengthen the community.

### RECOMMENDATION

Send the proposal to City Council for consideration.

Attached: Library Staff Proposal for Fine-Free Library Service  
Existing Library Fines and Fees Policy – January 2017  
Revised Fines and Fees Policies – Options A and B  
Collected Research on Fine-Free Libraries



## Proposal for Fine-Free Library Service

Over the past several years hundreds of libraries across the nation have experimented with abolishing library fines.<sup>1</sup> There are pros and cons to the decision, but the central question—whether abolishing fines affects loss rates in materials—seems to be a wash.<sup>2</sup> Most libraries that have gone fine-free have seen no substantial change in the percentage of items that are returned late. On the other hand, some libraries have seen large improvements, as patrons return items that have been overdue for years.<sup>3</sup>

In a 2017 survey by *Library Journal*, 8% of libraries reported being at least partially fine-free,<sup>4</sup> and many more have implemented the change since then. Nearly all libraries still charge a replacement fee for lost items, as HPL does.

A review of the library's balance sheet over the period of 2015-2019 shows that fines produced approximately the same annual revenue as charges for printing and photocopying, despite the fact that fines are charged at a much higher rate than these other services. Grants represent a vastly larger, though extremely variable, component of the library's revenue.

### Pros of going fine-free

- **Increases circulation.** Some libraries that have gone fine-free have seen more checkouts, especially by families.<sup>5</sup>
- **Eliminates a fundamental inequity** between wealthier and poorer patrons. Richer patrons can shrug off an occasional fine, while poorer patrons have their cards blocked and are unable

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<sup>1</sup> Urban Libraries Council. "Fine-Free Map." *Urban Libraries Council*. Urban Libraries Council, 2020. Web. <https://www.urbanlibraries.org/member-resources/fine-free-map>

<sup>2</sup> Cook, Sam. "Fine-Free Policies: Results from Published Reports and Data from Library Connection, Inc. (LCI) Libraries." Windsor, CT: LCI, 22 Mar. 2019. Web. [https://www.libraryconnection.info/documents/fine\\_free\\_policies\\_report\\_SC-2019-03-22.pdf](https://www.libraryconnection.info/documents/fine_free_policies_report_SC-2019-03-22.pdf)

<sup>3</sup> Spielman, Fran. "Lightfoot's Decision to Eliminate Library Fines Triggers 240% Increase in Book Returns." *Chicago Sun-Times* 30 Oct. 2019. Web. <https://chicago.suntimes.com/news/2019/10/30/20940677/chicago-public-library-no-fines-book-returns-increase-lightfoot>

<sup>4</sup> Dixon, Jennifer A., and Steven A. Gillis. "Doing Fine(s)?" *Library Journal* 4 Apr. 2017. Web. <https://www.libraryjournal.com/?detailStory=doing-fines-fines-fees>

<sup>5</sup> St. Paul Public Library. "Fine Free." *St. Paul Public Library*. St. Paul Public Library, 2020. Web. <https://sppl.org/fine-free>.

to check out anything. As of June 22, the system shows 1,104 cards blocked due to library debt (including lost or damaged items as well as fines), representing about 10% of all patrons.

- **Equalizes fines** between digital materials and print ones. The Alaska Digital Library does not charge fines, so patrons who habitually use ebooks are never billed, while patrons who check out print materials are. The situation is even more acute when it comes to audiovisual materials. DVD checkouts charge \$1.00 per day in overdues, while households with streaming video can bypass the library altogether. This also represents an inequality between rich and poor (see above).
- **Improves literacy.** Fines hit parents particularly hard. While people rarely check out 25 murder mysteries or other adult books at once, they often check out 25 picture books at a time. Since picture books charge the same fines rate as other books, that translates into \$3.75 in fines each day, or enough to block the library card after 3 days. Furthermore, access to reading material is essential for improving Alaska's literacy scores. On the most recent report from the National Assessment of Educational Progress (NAEP), 53.25% of Alaskan 4<sup>th</sup>-graders could read at a "basic" level or better, the state's lowest score since 2003.<sup>6</sup>
- **Reduces staff workload.** Collecting and managing fines at the checkout desk consumes a significant amount of staff time. The library currently has unpaid fines going back to 2006, but it is extremely unlikely they will ever be collected, and in the meantime they clutter up the library's accounts.
- **Improves public relations.** The economic fallout from COVID-19 has severely affected the general public. The City has already experimented with reducing utility bills to help struggling citizens, and eliminating library fines would both boost morale and create a positive impression of Homer.

### Cons of going fine-free

- **Financial cost.** On average, over the past five years, patrons have paid roughly \$15,500 in fines annually, equivalent to about 1.7% of the library's operating budget. The amount has held relatively steady. In 2019 the average payment was 98 cents. The *Library Journal* article reported on an experiment conducted by the Orange Beach Public Library in Alabama, which

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<sup>6</sup> National Assessment of Educational Progress. "Data Tools: State Profiles." *The Nation's Report Card*. National Assessment of Educational Progress, 2020. Web. <https://www.nationsreportcard.gov/profiles/stateprofile>

showed that the library could recover 88% of its waived fines by politely requesting donations instead.

### **Experience from COVID-19**

Homer Public Library has a natural experiment underway, in that the library has not charged fines while the building has been closed. Here is a rough timeline of events during the COVID-19 crisis:

- March 14: The library closes its doors. All fines are suspended. Due dates for new renewals are extended to January 1, 2021. Patrons are told not to return their items through the bookdrop, but many do so anyway.
- April 29: The library begins offering curbside pickup service. The bookdrop formally reopens, although most materials have already been returned.
- May 10: Normal checkout periods are reinstated. This causes chaos in the library's software, which incorrectly calculates a huge number of fines.
- May 20: The library reopens on an extremely limited scale, allowing a small number of patrons at a time to use computers.
- June 18: Out of 56,802 items in the cataloged collection, 2,578 (4.5%) are checked out.

It's hard to draw conclusions due to the number of confounding factors (i.e. that patrons were deliberately told not to return items; many people are staying home if possible), but most checked-out materials have been returned in any case.

## Further Research

- A number of large public library systems have gone fine-free, including those in Chicago,<sup>7</sup> Denver,<sup>8</sup> Salt Lake City<sup>9</sup> and San Francisco.<sup>10</sup> Library staff at any of these institutions will be more than happy to answer questions about the process.
- Anchorage Public Library went fine-free in early 2020. In making their decision, they compiled a list of research related to the pros and cons. That resource list can be found here:  
<http://www.anchoragelibrary.org/about/about-apl/library-news/anchorage-public-library-is-now-late-fine-free/fine-free-research>
- The public library in St. Paul, MN went fine-free in 2019, following six months of research. That research is summarized here: <https://d4804za1f1gw.cloudfront.net/wp-content/uploads/sites/40/2018/08/28102236/Exploring-Fine-Free-Fact-Sheet-20181.pdf>

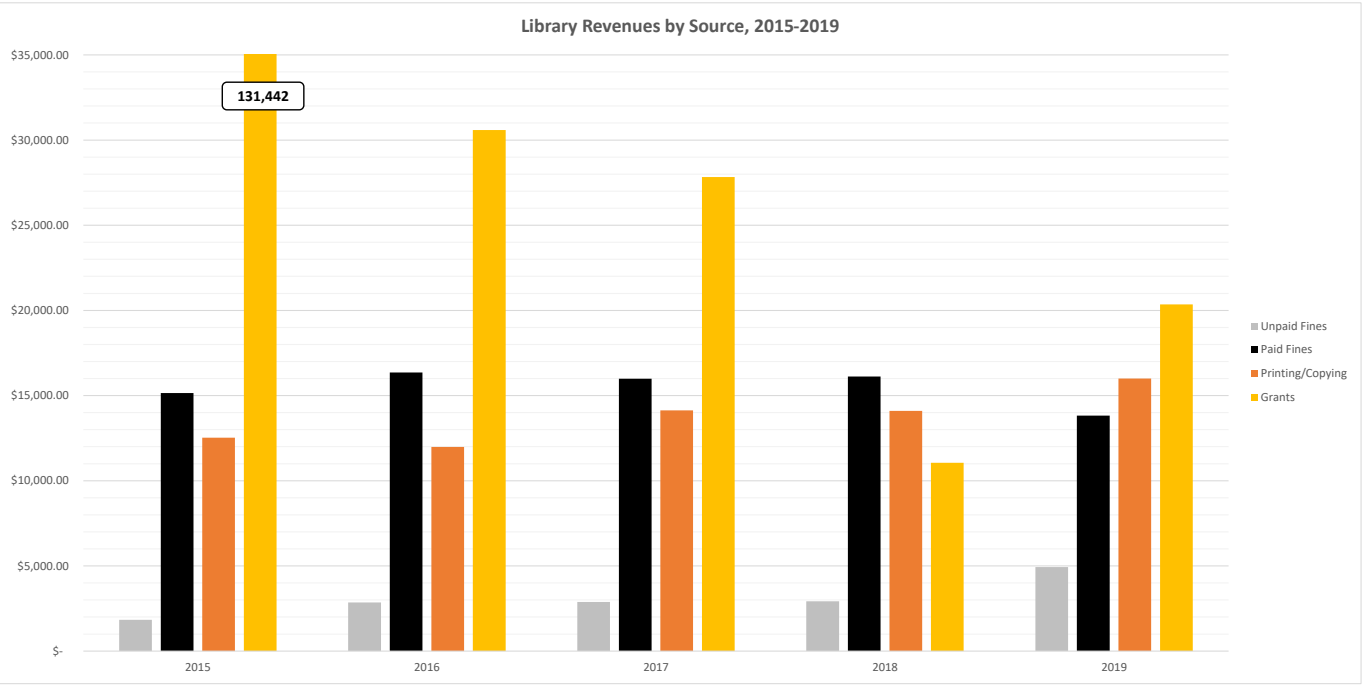
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<sup>7</sup> Chicago Public Library Foundation. "Chicago Public Library Officially Goes Fine-Free!" *Chicago Public Library Foundation*. Chicago Public Library Foundation, 5 Oct. 2019. Web. <https://cplfoundation.org/chicago-public-library-officially-goes-fine-free>

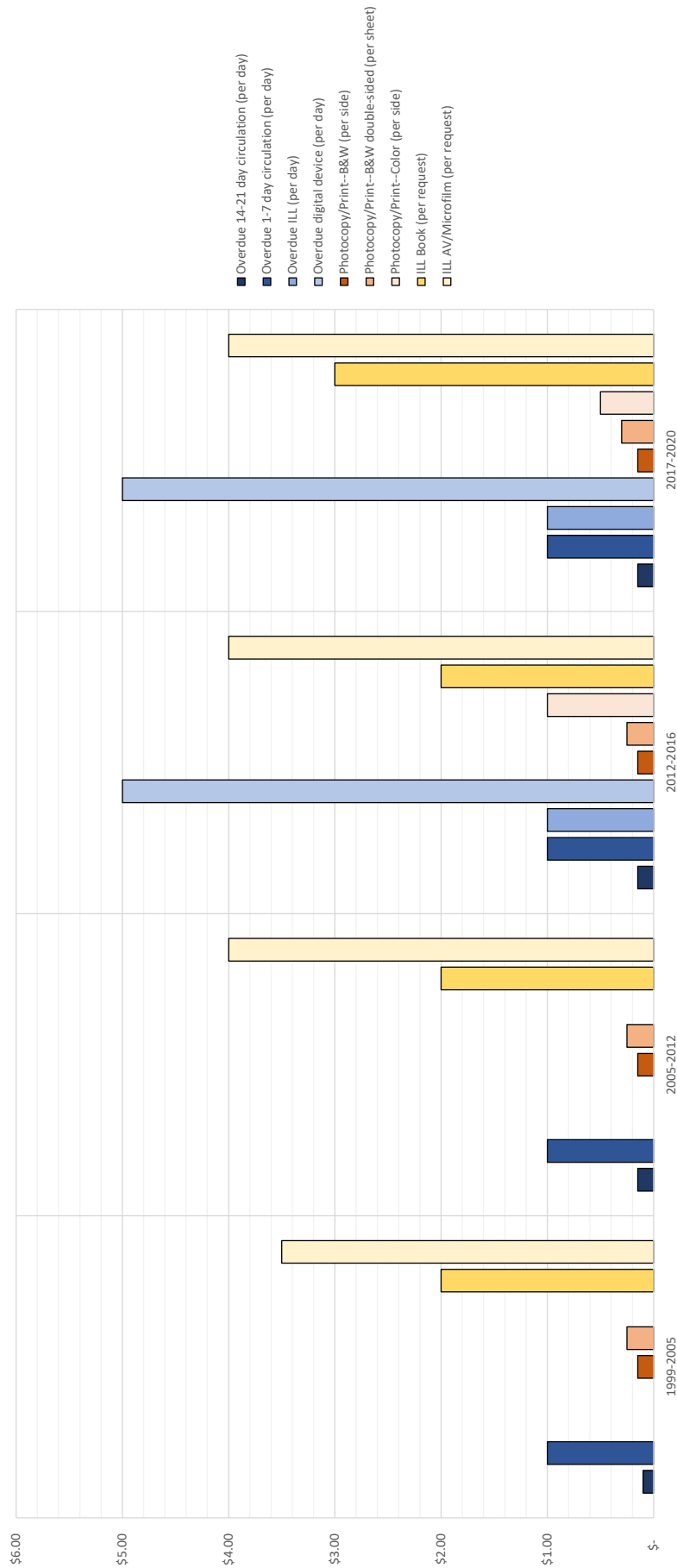
<sup>8</sup> Denver Public Library. "No Shame. No Blame. No Fines." *Denver Public Library*. Denver Public Library, 2020. Web. <https://www.denverlibrary.org/fine-free>

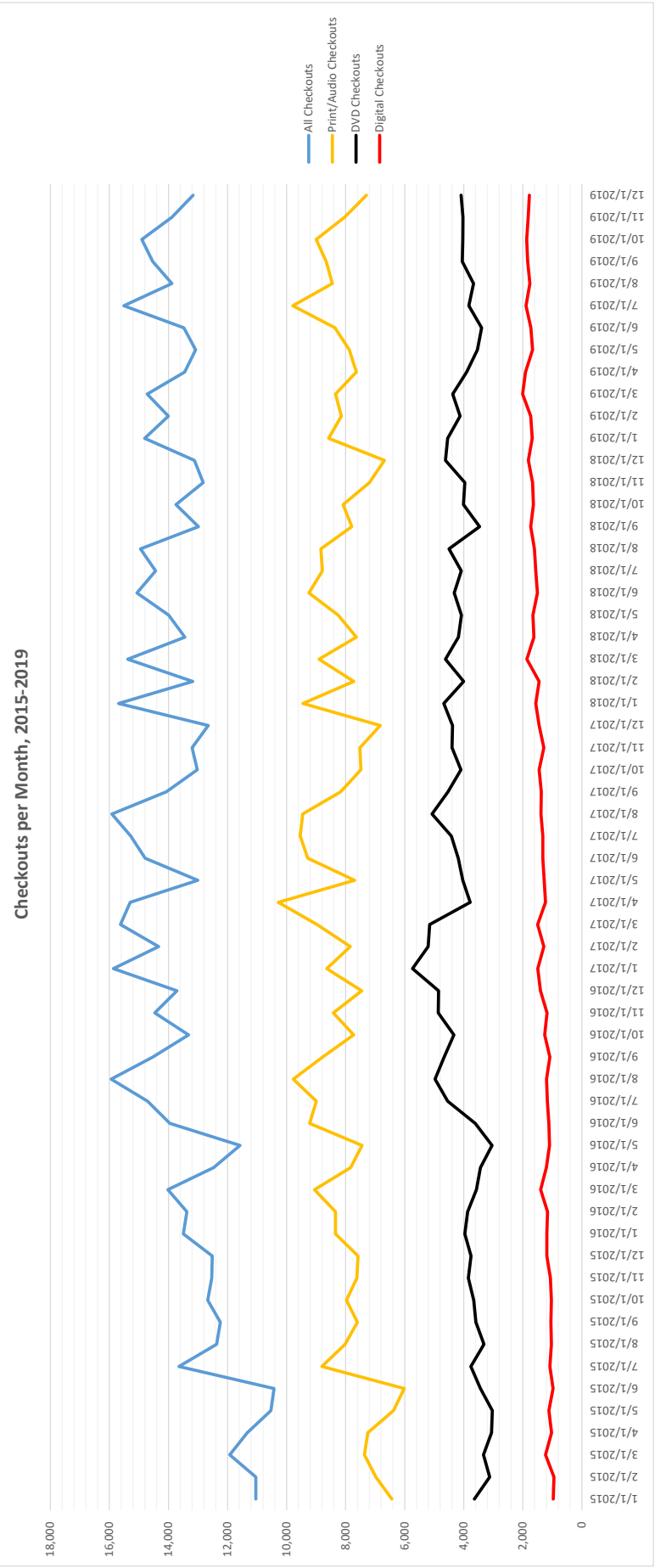
<sup>9</sup> Salt Lake City Public Library. "Fine Free." *The City Library*. Salt Lake City Public Library, 2020. Web. <https://about.slcppl.org/finefree>

<sup>10</sup> San Francisco Public Library. "Fine Free Library." *San Francisco Public Library*. San Francisco Public Library, 2020. Web. <https://sfpl.org/about-us/fine-free-library>



Rates for Selected Library Services, by Years in Effect





# Fee Schedule

## January 2017



This Pamphlet compiled by the Office of the Homer City Clerk

Homer City Clerk  
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Homer, Alaska 99603  
(907) 235-3130  
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Email: [clerk@ci.homer.ak.us](mailto:clerk@ci.homer.ak.us)  
City Clerk's Web Page: [www.cityofhomer-ak.gov/cityclerk](http://www.cityofhomer-ak.gov/cityclerk)  
City's Home Page - [www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

### Effective January 1, 2017

The City of Homer is a First Class General Law Municipality with a Manager form of Government. Incorporated March 31, 1964.

#### **LIBRARY FEES** 235-3180

(Amended: Resolution 16-109, 14-114, 13-076; Ordinance 05-08; Resolution 15-097(S)(A), 12-006, 04-98(S)(A); 03-87; 99-19(A); 98-86; 97-87)

Closed - Sundays. Open – Mon/Wed/Fri/Sat from 10 am to 6 pm Tues and Thurs from 10 am - 8 pm



Facility Use                      Fees for after-hours private use (including building supervision):  
    Conference Room \$50/hour  
    Reading Lounge \$50/hour  
    Children's Room \$50/hour  
    Entire facility, excluding staff work space -- \$300 Facility Use Fee  
    plus \$50/hour staff supervisor. \$300 damage/cleaning deposit.

Library Cards                      Replacement cards \$5/issue  
    Temporary Card \$25

Overdue Items - 14 day circulation                      (except digital devices)                      \$0.15/day

7 day and 1 day circulation -                      \$1.00/day  
 Digital Devices                      \$5.00/day  
 Interlibrary Loans-                      \$1.00/day  
 2nd overdue notice -                      \$1.00/notice

Bill notice -                      \$2.00/notice  
 Admin. Fee for Bills Sent to Collection Agency \$25.00  
 Maximum overdue charge per item (except digital devices) \$10.00

Photo copy                      \$ .15/ea (letter size) and (legal size) per side  
    \$ .25/ea (11"x17") per side  
    \$0.50/ea color copies (letter size) and (legal size) per side  
    \$2.00/ea color copies (11"x17") per side

Interlibrary loan fee                      \$3 standard size books  
    \$ .15 per page for photo copy  
    \$4.00 for microfilm/videos/CDS/Audios  
    Additional charges may be assessed.

Replacement/Repair of items                      Lost or damaged items: Replacement cost plus \$7.00 processing fee  
    per item  
    Lost or damaged cases, hang-up bags, etc.: Replacement cost or  
    \$2.00, whichever is greater

Lost map or inserts - \$10/item  
 Lost out-of print items - \$50/Alaskana , \$40/nonfiction, \$35/fiction

Please Note:                      To receive a refund on a lost item, patrons must return the item within sixty days of lost  
    status. Refunds of payment for items deemed valuable to the collection and returned after  
    the 60- day period may be made at the discretion of the Director. No refunds will be given for  
    digital devices.

Damaged Item -                      \$2.00/page  
    \$3.00/book jacket or cover damaged beyond repair - Full bindery cost or full  
    replacement cost plus \$7.00 processing charge.

Improper Return of Digital Devices-                      \$25 fee if not returned to Front Desk staff

**Revised Fines Policy—Option A**  
**(Existing policy, but no overdue fines.)**

<b>Facility use after hours, including building supervision</b>	
Conference Room	\$50.00/hour
Reading Lounge	\$50.00/hour
Children's Room	\$50.00/hour
Entire facility, excluding staff work space	\$50.00/hour plus \$300.00 use fee and \$300.00 damage deposit
<b>Library cards</b>	
Replacement Card	\$5.00
Temporary Card	\$25.00
<b>Photocopy/Print</b>	
B&W Letter/Legal size	\$0.15/side
B&W 11"x17"	\$0.25/side
Color Letter/Legal size	\$0.50/side
Color 11"x17"	\$2.00/side
<b>Interlibrary loan (Lending institution may charge additional fees)</b>	
Standard-size book	\$3.00
Photocopy	\$0.15/page
Microfilm/Video/Audio/CD	\$4.00
<b>Replacement of lost or damaged items*</b>	
Most Items	Replacement cost plus \$7.00 processing
Cases/Hang-up bags, etc.	Replacement cost or \$2.00, whichever is greater
Map or Insert	\$10.00/item
Out-of-print Items	\$50.00 (Alaskana), \$40.00 (Nonfiction), \$35.00 (Fiction)
<b>Damaged items</b>	
Pages	\$2.00/page
Jacket or cover	\$3.00

Item damaged beyond repair	Replacement cost or full bindery cost, plus \$7.00 processing fee
<b>Other</b>	
Digital device returned improperly	\$25.00
Followup return notice	\$1.00/notice
Bill notice	\$2.00/notice
Admin fee for bills sent to collections agency	\$25.00

\*Please note: to receive a refund on a lost item, patrons must return the item within 60 days of lost status. Refunds of payment for items deemed valuable to the collection and returned after the 60-day period may be made at the discretion of the Director. No refunds will be given for digital devices.

### Revised Fines Policy—Option B

**(No overdue fines. Roughly 67% increase on printing/photocopying. Processing fee raised to \$10.)**

Facility use after hours, including building supervision	
Conference Room	\$50.00/hour
Reading Lounge	\$50.00/hour
Children's Room	\$50.00/hour
Entire facility, excluding staff work space	\$50.00/hour plus \$300.00 use fee and \$300.00 damage deposit
Library cards	
Replacement Card	\$5.00
Temporary Card	\$25.00
Photocopy/Print	
B&W Letter/Legal size	\$0.25/side
B&W 11"x17"	\$0.40/side
Color Letter/Legal size	\$0.80/side
Color 11"x17"	\$3.25/side
Interlibrary loan (Lending institution may charge additional fees)	
Standard-size book	\$3.00
Photocopy	\$0.15/page
Microfilm/Video/Audio/CD	\$4.00
Replacement of lost or damaged items*	
Most Items	Replacement cost plus \$10.00 processing
Cases/Hang-up bags, etc.	Replacement cost or \$2.00, whichever is greater
Map or Insert	\$10.00/item
Out-of-print Items	\$50.00 (Alaskana), \$40.00 (Nonfiction), \$35.00 (Fiction)
Damaged items	
Pages	\$2.00/page
Jacket or cover	\$3.00

Item damaged beyond repair	Replacement cost or full bindery cost, plus \$10.00 processing fee
<b>Other</b>	
Digital device returned improperly	\$25.00
Followup return notice	\$1.00/notice
Bill notice	\$2.00/notice
Admin fee for bills sent to collections agency	\$25.00

\*Please note: to receive a refund on a lost item, patrons must return the item within 60 days of lost status. Refunds of payment for items deemed valuable to the collection and returned after the 60-day period may be made at the discretion of the Director. No refunds will be given for digital devices.

## Revised Fines Policy—Option C

(Existing policy, but eliminates overdue fines on children’s and youth materials only.)

Facility use after hours, including building supervision	
Conference Room	\$50.00/hour
Reading Lounge	\$50.00/hour
Children’s Room	\$50.00/hour
Entire facility, excluding staff work space	\$50.00/hour plus \$300.00 use fee and \$300.00 damage deposit
Overdue items	
Children’s and Young-Adult materials	\$0.00
All other 14-21 day checkouts (except digital devices)	\$0.15/day
All other 1-7 day checkouts	\$1.00/day
Digital devices	\$5.00/day
Interlibrary loans	\$1.00/day
Library cards	
Replacement Card	\$5.00
Temporary Card	\$25.00
Photocopy/Print	
B&W Letter/Legal size	\$0.15/side
B&W 11”x17”	\$0.25/side
Color Letter/Legal size	\$0.50/side
Color 11”x17”	\$2.00/side
Interlibrary loan (Lending institution may charge additional fees)	
Standard-size book	\$3.00
Photocopy	\$0.15/page
Microfilm/Video/Audio/CD	\$4.00
Replacement of lost or damaged items*	
Most Items	Replacement cost plus \$7.00 processing
Cases/Hang-up bags, etc.	Replacement cost or \$2.00, whichever is greater

Map or Insert	\$10.00/item
Out-of-print Items	\$50.00 (Alaskana), \$40.00 (Nonfiction), \$35.00 (Fiction)
<b>Damaged items</b>	
Pages	\$2.00/page
Jacket or cover	\$3.00
Item damaged beyond repair	Replacement cost or full bindery cost, plus \$7.00 processing fee
<b>Other</b>	
Digital device returned improperly	\$25.00
Followup return notice	\$1.00/notice
Bill notice	\$2.00/notice
Admin fee for bills sent to collections agency	\$25.00

\*Please note: to receive a refund on a lost item, patrons must return the item within 60 days of lost status. Refunds of payment for items deemed valuable to the collection and returned after the 60-day period may be made at the discretion of the Director. No refunds will be given for digital devices.

### Revised Fines Policy—Option D

This option keeps the existing fines and fees schedule (detailed below), but offers a one-time amnesty. All patrons would have their existing fines cleared and a short grace period—say, two weeks—would be offered for the return of all overdue materials. After that, materials would resume accumulating fines at the normal rate.

Facility use after hours, including building supervision	
Conference Room	\$50.00/hour
Reading Lounge	\$50.00/hour
Children’s Room	\$50.00/hour
Entire facility, excluding staff work space	\$50.00/hour plus \$300.00 use fee and \$300.00 damage deposit
Overdue items	
All other 14-21 day checkouts (except digital devices)	\$0.15/day
All other 1-7 day checkouts	\$1.00/day
Digital devices	\$5.00/day
Interlibrary loans	\$1.00/day
Library cards	
Replacement Card	\$5.00
Temporary Card	\$25.00
Photocopy/Print	
B&W Letter/Legal size	\$0.15/side
B&W 11”x17”	\$0.25/side
Color Letter/Legal size	\$0.50/side
Color 11”x17”	\$2.00/side
Interlibrary loan (Lending institution may charge additional fees)	
Standard-size book	\$3.00
Photocopy	\$0.15/page
Microfilm/Video/Audio/CD	\$4.00



<b>Replacement of lost or damaged items*</b>	
Most Items	Replacement cost plus \$7.00 processing
Cases/Hang-up bags, etc.	Replacement cost or \$2.00, whichever is greater
Map or Insert	\$10.00/item
Out-of-print Items	\$50.00 (Alaskana), \$40.00 (Nonfiction), \$35.00 (Fiction)
<b>Damaged items</b>	
Pages	\$2.00/page
Jacket or cover	\$3.00
Item damaged beyond repair	Replacement cost or full bindery cost, plus \$7.00 processing fee
<b>Other</b>	
Digital device returned improperly	\$25.00
Followup return notice	\$1.00/notice
Bill notice	\$2.00/notice
Admin fee for bills sent to collections agency	\$25.00

\*Please note: to receive a refund on a lost item, patrons must return the item within 60 days of lost status. Refunds of payment for items deemed valuable to the collection and returned after the 60-day period may be made at the discretion of the Director. No refunds will be given for digital devices.

# Fine-Free Policies

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## Results from Published Reports and Data from Library Connection, Inc. (LCI) Libraries

PREPARED BY SAM COOK, SYSTEMS LIBRARIAN FOR PUBLIC SERVICES, LIBRARY CONNECTION, INC. – WINDSOR, CT

Prepared on October 11, 2018, Updated March 22, 2019

The LCI Implementation Plan developed as part of the Strategic Plan process indicates that LCI should present ideas for “increasing circulation without causing increases in the cost of content.” One policy change that has gained increased popularity and seems to nearly guarantee increased circulation is the removal of daily fines. In response to the Implementation Plan, and because of multiple libraries expressing an interest in fine-free policies, LCI has determined that it would be beneficial to collect data about these policies to aid in the decision-making process. This report examines the results of fine-free policies at libraries outside of LCI as well as relevant statistics pulled from Sierra for existing fine-free policies within LCI. The four questions explored in this report are:

- 1) Are daily fines required as an incentive for patrons to return materials?
- 2) Do fine-free policies lead to increased circulation?
- 3) How have libraries managed the financial ramifications of removing daily fines?
- 4) How would fine-free policies be implemented in Sierra?

### ARE DAILY FINES REQUIRED AS AN INCENTIVE FOR PATRONS TO RETURN MATERIALS?

While very steep daily fines may have a correlation with return rates, available data seems to indicate that the nominal daily fines charged by libraries for most materials have a lesser effect on when patrons return materials. While there are not many large-scale studies that assess this, a study performed in 1983 by Hansel and Burgin showed a mean overdue rate of 13.91% for libraries with fines and a just slightly larger 14.21% for libraries without fines. In fact, they found that the only factor to have a continued significant effect on return rates was blocking patrons with overdue materials, which could be accomplished without the use of fines.<sup>1</sup>

It is worth noting that Hansel and Burgin ran a similar study in 1981 that did see some correlation between overdue fines and short-term return rates, but no correlation between overdue fines and longer-term return rates. However, this earlier study seems to be run on a smaller scale than the 1983 study and considered fewer variables, looking at just three fine-free libraries and 47 libraries with fines, not considering the amount of the fine, and examining only items due the most recent due date (presumably items one day overdue) and items due over a year prior.<sup>2</sup>

More recent insights can be gained from numerous articles reporting the success of libraries that have changed to fine-free policies. The following libraries all switched to fine-free policies and documented the effects.

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<sup>1</sup> Burgin, Robert, and Patsy Hansel. “More Hard Facts on Overdues.” *Library Overdues: Analysis, Strategies and Solution to the Problem*, The Haworth Press, 1984, p. 8.

<sup>2</sup> Burgin, Robert, and Patsy Hansel. “Hard Facts About Overdues.” *Library Journal*, vol. 108, no. 4, 15 Feb. 1983, pp. 349–352.

**Algonquin Area Public Library** – This library experienced an increase in overdue materials from 1% to 2%, but still reported getting most materials back within a few weeks.<sup>3 4</sup>

**Dayton Metro Library** – Six months after eliminating overdue fines, this library found that not only were fewer materials becoming overdue, but more materials were being returned than in the previous year.<sup>5</sup>

**Ela Area Public Library** – This library reported that “hold wait times remained steady” after enacting fine-free policies.<sup>3</sup>

**Gleason Public Library** – This library in Massachusetts reported that “there has been essentially no discernible difference in the amount of time that people keep materials since the library began its no-fines policy.”<sup>6</sup>

**Milton Public Library** – This library reported that more patrons were returning books on time after changing to fine-free policies.<sup>7</sup>

**High Plains Library District** – This district removed fines on everything except DVDs. After six months, 95% of materials were being returned within one week of the due date. They also assessed if this policy change resulted in any increase in “patron disappoints” when waiting for an item to be returned. They found no increase and determined that the policy change was “not negatively affecting the experience of other users of the library.”<sup>8</sup>

**San Rafael Public Library** – This library charges no fines on children’s and teen materials and has found “that people do not keep youth materials out any longer since we’ve eliminated fines.”<sup>9</sup>

**Vancouver Island University Library** - “VIU library did not experience an increase in overdue items. Rather, the library saw a small decrease in the percentage of overdue circulating items. This decrease can be attributed to an extension of loan times from 2 to 4 weeks.” In June 2012, prior to enacting the fine-free policies, VIU reported 30% of checkouts were overdue. In June 2013, after enacting the fine-free policies (and extending their loan duration), that dropped to 26% overdue.<sup>10</sup>

**Vernon Area Public Library** – Despite an increase in overdue items during the first week of the fine-free policy, this library found that overdue items were returned an average of eight days earlier as compared to prior to the policy

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<sup>3</sup> Womack, Matt, et al. Go Fine-Free and Still Get Your Stuff Back. <https://ischool.wisc.edu/wp-content/uploads/2016/10/Back-in-Circulation-Fine-Free.pdf>.

<sup>4</sup> Inklebarger, Timothy. “No More Late Fines at the Library?” OakPark.com, <http://www.oakpark.com/News/Articles/12-5-2016/No-more-late-fines-at-the-library?/>.

<sup>5</sup> Frolik, Cornelius. “The Dayton Library Ended Late Fees. Here’s What Happened.” myDayton Daily News, 5 Jul. 2018. <https://www.mydaytondailynews.com/news/local/the-dayton-library-ended-late-fees-here-what-happened/ZGaTCrUqhZQsbaH9QxTbiJ/>

<sup>6</sup> West, Nancy Shohet. “Late? No, fine.” Boston.com, [http://archive.boston.com/news/local/articles/2012/03/25/some\\_greater\\_boston\\_libraries\\_are\\_dropping\\_fines\\_for\\_overdue\\_materials](http://archive.boston.com/news/local/articles/2012/03/25/some_greater_boston_libraries_are_dropping_fines_for_overdue_materials)

<sup>7</sup> Dixon, Jennifer and Gillis, Steven. “Doing Fine(s)? Fines & Fees.” Library Journal, 4 Apr. 2017. <https://www.libraryjournal.com/?detailStory=doing-fines-fines-fees>

<sup>8</sup> Depriest, Meg Johnson. “Removing Barriers to Access: Eliminating Library Fines and Fees on Children’s Materials.” Colorado State Library, <https://www.cde.state.co.us/cdelib/removingbarrierstoaccess>

<sup>9</sup> Morehart, Phil. “An Overdue Discussion: Two Takes on the Library-Fine Debate.” American Libraries, 1 Jun. 2018. <https://americanlibrariesmagazine.org/2018/06/01/library-fines-overdue-discussion/>

<sup>10</sup> Reed, Kathleen, et al. “Putting a Sacred Cow Out to Pasture: Assessing the Removal of Fines and Reduction of Barriers at a Small Academic Library.” The Journal of Academic Librarianship, vol. 40, 2014, pp. 275–280.

change. They also changed their renewal limits at the same time, which likely explains the extreme drop in overdue return dates, which is not normally reported as being that dramatically earlier.<sup>3 4</sup>

### RELATED STATISTICS FROM SIERRA

With one LCI library having instituted fine-free policies in December 2018, multiple libraries having fine-free policies for seniors, and one library using a “pay what you want” model, there is a significant amount of data available to determine the effects of fine-free policies on patron behavior. This section of the report will examine whether fines are an incentive to return materials earlier as indicated by these three scenarios.

#### Fine-Free Policies at Mansfield Public Library

On December 3, 2018, Mansfield Public Library instituted nearly full fine-free policies. The only items that remain with fine-based policies include computer and a/v equipment, tablets, cake pans, and tools. While these materials are a valuable part of their collection, they account for less than 1% of total checkouts and thus should not have any significant effect on the collected data. As Mansfield provided approximately three months advance notice of this policy change, we were able to collect daily data to demonstrate if patron behavior changed as a result of the new policies. These assessments include transactions involving child, teen, adult, and senior patrons, omitting patrons who may have loan rule exceptions, such as staff, homebound, teacher, etc.

##### Average Return Date

To assess the average return date, check-ins were tracked between 8/21/18 and 3/16/19. The difference was taken between when each item was returned and when it was due, providing a numeric return date in relation to the due date. This accounts for 104 days before and after the policy change and a total of 62,350 transactions.

	Before Policy Change	After Policy Change	Difference
Average # of Days Items Returned Before Due Date	10.56	9.97	-0.59 Days
% Items Returned by Due Date	94.78%	93.35%	-1.43%

For comparison, a library without any policy changes that was used as a control sample showed a decrease from 10.51 to 10.22 average number of days items were returned before the due date during the same time period, and a drop in on-time percentages from 94.85% to 94.43%. While these decreases are smaller than those for Mansfield, it does indicate that some of the already small changes seen after Mansfield’s policy change may be caused by unrelated factors. These results seem consistent with other data collected for this report, showing that there likely is a correlation between later return dates and fine-free policies, but that the correlation is relatively small, as the difference for Mansfield was just over half a day.

##### Average Percent Overdue

A daily report was run to assess the percent of checked out items that were currently overdue. This was done between 9/5/18 and 3/6/19, giving 85 days of data before and after the policy change<sup>11</sup>. In order to maintain a

<sup>11</sup> Due to some computer issues, the report was not run on 13 days throughout this period, so the 170 days of data occurred over the course of 183 calendar days. There is no indication that this had any significant effect on the results.

consistent data set, only items checked out within the past 365 days of when the report ran were included. The averages of those 85-day periods were taken to determine if any change could be seen as a result of the fine-free policy change.

	Before Policy Change	After Policy Change	Difference
Average Percent of Checked Out Items Currently Overdue	7.43%	7.17%	0.26%

For comparison, the control library *increased* from 5.04% to 5.63% in the same period. While there is no reason to believe that Mansfield’s percent overdue decreased as a result of the new fine-free policies, it does support the conclusion that fine-free policies do not cause any significant increase to the average amount of materials kept overdue.

### Fine-Free Policies for Seniors

As nearly a half of LCI libraries do not charge fines for senior patrons, and the others charge at the same rate as other patrons, we can compare the return rate of items checked out under fine-free policies within our own system with a relatively comparable control group. LCI has been collecting data since October 2017, providing around 400,000 transactions to analyze. About 70% of those transactions involve fine-free policies, with the other 30% on policies with fines. The higher number of fine-free transactions is due to some libraries without fine-free policies for seniors not marking these patrons as seniors in Sierra. To assess these transactions, the difference was taken between when each item was returned and when it was due, providing a numeric return date in relation to the due date. Several other factors besides fines contribute to when items are returned in relation to the due date, so comparisons were done based on matching loan durations, auto renewal policy, and renewal limits. While other factors, such as fine amount and notice schedule may contribute to the differences as well, it was not feasible to apply that much granularity to these comparisons. To only keep statistically significant data, only parameter combinations with at least 500 transactions are considered here. The results are as follows:

#### Return Date in Relation to Due Date

Loan Policy	Return Date With Fines	Return Date Fine-Free	On-Time Returns With Fines	On-Time Returns Fine-Free
Auto Renewal, 7 Days, 0 Renewals	-0.96	-0.91	83%	82%
Auto Renewal, 7 Days, 2 Renewals	-6.29	-4.97	98%	93%
Auto Renewal, 14 Days, 0 Renewals	-5.22	-4.07	96%	95%
Auto Renewal, 14 Days, 2 Renewals	-8.44	-8.36	96%	94%
Auto Renewal, 21 Days, 2 Renewals	-13.38	-12.42	99%	97%
No Auto Renewal, 7 Days, 0 Renewals	-1.53	-0.74	89%	84%
No Auto Renewals, 7 Days, 2 Renewals	-2.97	-1.02	94%	84%
No Auto Renewals, 14 Days, 2 Renewals	-4.57	-3.16	89%	82%
No Auto Renewals, 21 Days, 2 Renewals	-8.38	-6.96	92%	88%
No Auto Renewals, 28 Days, 1 Renewal	-12.91	-11.97	96%	90%

As mentioned earlier, there are likely other factors contributing to the differences in these numbers, and as such they certainly don’t yield a fully conclusive answer regarding the relationship between fines and return rates. However, some conclusions can be reached:

- 1) Fine-free policies have a lesser effect at libraries that use automated renewals. This does not necessarily mean that patrons are returning materials earlier when they have automated renewals, but more likely that the due date is pushed further back in more cases when renewals are automated.
- 2) With several of the assessed loan policies, fine-free policies had very little effect on return rates. For example, 14-day loan policies with 2 renewals at auto renewal libraries had a return date only .08 days later with fine-free policies as compared to policies with fines, and the return rate only dropped from 96% to 94%. This particular loan policy combination was assessed based on over 21,000 transactions, so it is by no means an insignificant data point in this chart.
- 3) On average, patrons are returning materials before the due date regardless of the loan policies, including whether or not fines are assessed.
- 4) The lowest the on-time return rate reached in this sample was 82% for 14 day, 2 renewal, fine-free policies at non-auto renew libraries, a 7% drop from the same policy with fines. This is certainly not a great return rate, but still shows that most patrons return materials on time regardless of policy.
- 5) The highest fine-free on-time return rate was 97%, for 21 day, 2 renewal policies at auto-renew libraries. This is also one of the most common loan rules at our libraries. The actual average return date was about one day later for fine-free policies than policies with fines.

When looked at more broadly, these results seem to indicate that there is a correlation between fines and return rates, but this correlation is often very small, especially for those libraries with automated renewals. It is also worth noting that any differences seen in these policies are *without* any alternative incentives for patrons to return materials on time, such as blocking patrons earlier based on overdue materials rather than just based on total fines.

With a present, but tenuous correlation between fines and return rate, the larger question may be whether the somewhat later return rates are substantial enough to decrease circulation, or if this possibility is offset by increased circulation from more attractive policies for patrons and the decrease in blocked patrons. This question will be examined later in this report.

### **The “Pay What You Want” Model**

While Cragin Memorial Library (Colchester) does not have fine-free rules set up in Sierra, they do implement a “pay what you want” model wherein patrons can put however much money they want in a fines jar at the circulation desk and have their fines cleared. Since this removes the direct correlation between the amount of time an item is overdue and the associated fine, it is worthwhile to examine Cragin as compared to the rest of the consortium. If there were a direct correlation between fines charged and overdue rates, one would expect patrons at Cragin to generally keep materials longer than patrons at other libraries. To assess this, over 1 million checkins were examined over a 12 week period. The same method as was used with the senior fine-free policies was used here to determine the average number of days items were returned prior to the due date and the percentage of items returned on time. Because of the effect of auto renewals on relative return dates, Cragin was compared not just to all other LCI libraries, but also specifically to other auto renewal libraries. This assessment only looked at adult and child accounts so as not to skew the results with the inclusion of fine-free policies for seniors.

#### **Average Number of Days Items Returned Prior to Due Date**

LCI Average: 7.2

Non-Auto Renewal Libraries Average: 4.7

Auto Renewal Libraries Average: 9.0

Cragin Average: 10.1

### Percentage of Items Returned On Time

LCI Average: 91.2%

Non-Auto Renewal Libraries Average: 87.9%

Auto Renewal Libraries Average: 93.6%

Cragin Average: 95.2%

For both measurements, Cragin has better than average return rates, not only when comparing to the consortium as a whole, but also when comparing just to other libraries that use automated renewals. Comparable data is not available for Cragin prior to their switch their current fines model, so it is certainly possible that their return rates were even better prior to implementing this model, but with little room for a higher on-time ratio, there is little reason to believe this to be the case.

## DO FINE-FREE POLICIES LEAD TO INCREASED CIRCULATION?

Although the degree to which circulation increases varies, and likely involves other factors as well, available information indicates that fine-free policies generally lead to increased circulation.

**Ela Area Public Library** – This library reported that first-time checkouts increased 3%, renewals decreased 3%, and hold wait times remained steady.<sup>3</sup>

**High Plains Library District** – This library reported a 16% circulation increase for children’s materials.<sup>12</sup>

**New York Public Library** – In 2011, NYPL ran a program to provide fine-free borrowing to eligible students. Children in this program borrowed materials at a 37% higher rate than those not in the program, and teens in the program borrowed at a rate of 35% higher.<sup>13</sup>

**Salt Lake City Public Library** – This library reported an increase in checkouts of 10% as well as a 3.5% increase in new cardholders.<sup>14</sup>

**Stark County District Library** – This library saw an 11% increase in circulation after one year of removing overdue fines.<sup>13</sup>

**Vancouver Island University** – This academic library saw no change in circulation as a result of enacting fine-free policies, either positive or negative. It is also the only academic library in this list, so it is possible that was a factor in the lack of a circulation increase.<sup>10</sup>

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<sup>12</sup> Graham, Ruth. “Long Overdue: Why Public Libraries are Finally Eliminating the Late-Return Fine.” Slate, [http://www.slate.com/articles/arts/culturebox/2017/02/librarians\\_are\\_realizing\\_that\\_overdue\\_fines\\_undercut\\_library\\_missions.html](http://www.slate.com/articles/arts/culturebox/2017/02/librarians_are_realizing_that_overdue_fines_undercut_library_missions.html).

<sup>13</sup> Marx, Anthony W. “The Case Against Library Fines – According to the Head of the New York Public Library.” Quartz, 18 Dec. 2017. <https://qz.com/1158839/the-case-against-library-fines-according-to-the-head-of-the-new-york-public-library/>.

<sup>14</sup> Morehart, Phil. “Imagining a Fine-Free Future.” American Libraries, 11 Feb. 2018. <https://americanlibrariesmagazine.org/blogs/the-scoop/imagining-fine-free-future/>.

**Vernon Area Public Library** – This library reported that first time checkouts increased 3% and the number of new resident cards issues increased 8%.<sup>3</sup>

**Windsor Public Library (Ontario)** – This library reported no change in circulation after implementing fine-free policies (this library will be discussed in more depth next in this report).<sup>15</sup>

### The Case of Windsor Public Library (Ontario)

In investigating fine-free policies and how successful they have been at other libraries, only one prominent example seems to present fine-free policies as a failure: Windsor Public Library in Ontario. This library started a 21-month pilot project in January 2012, but decided at the end of that period to reinstate fines. At the end of their pilot project, WPL reported that the fine-free policies affected their revenue stream too greatly, it did not drive up circulation statistics, more items were being returned late and were going missing, hold wait times had increased, and patrons were generally unhappy with the policy change. While this certainly does not support fine-free policies as a wise decision, there were several mitigating factors that likely contributed to these issues:

- 1) According to the Board, the CEO of WPL made no plan or studies that would indicate how well the new policies would work and made no business plan to accommodate the reduction of revenue.
- 2) The library appears to have directly used fines revenue for buying new materials, so the loss of over \$100,000 per year directly affected their purchasing abilities.
- 3) The policy change was largely not supported by the Board from the start.
- 4) Midway through the pilot project, both the CEO and Board Chair were removed from their positions for a scandal involving personal use of credit cards.
- 5) Patrons were blocked immediately when a single item became due, with no grace period, which explains why patrons were unhappy with this aspect of the service.
- 6) The final report was drawn into question by the former Board Chair, who reported that a mid-project report showed that the new policy was popular among patrons and that circulation had increased.

It is difficult to say whether this is simply a genuine example of fines-free policies failing, or if the failure was a product of mismanagement and conflicting interests. Either way, it is worth being aware of this situation.

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<sup>15</sup> Cross, Brian. "No-Fine Experiment at Libraries Has Been a Failure, Report Suggests." Windsor Star, 4 Oct. 2013.  
<https://windsorstar.com/news/local-news/no-fine-experiment-at-windsor-public-library-has-been-a-failure-report-suggests>.

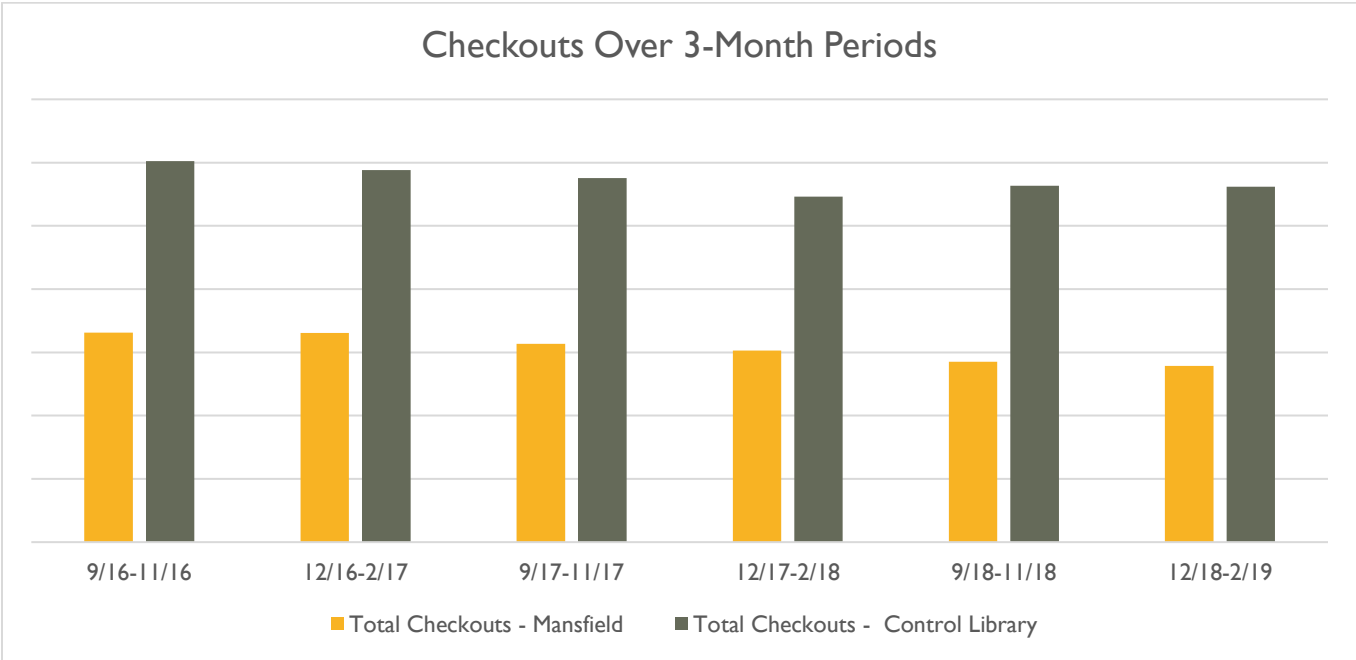


Circulation at Mansfield Public Library

To assess circulation changes within our own consortium, we can look at Mansfield Public Library’s circulation for the three-month periods before and after the fine-free policies were implemented. The change took place on December 3, 2018, so this assessment compares September 2018 through November 2018 to December 2018 through February 2019. As circulation tends to vary month-to-month even without policy changes, a better comparison will be possible after a full year, but this initial assessment should at least show if any significant circulation change occurred as an immediate direct result of the fine-free policies.

Despite the expectation that circulation would increase after implementing fine-free policies, circulation actually dropped a small amount, with a decrease in checkouts of 2.23% during the three months after the policy change as compared to the three months before the policy change. However, the same comparison a year earlier shows a 3.45% decrease, indicating that the 2.23% drop this year is within the normal scope of a month-to-month circulation change and is likely not reflective of the policy change. It is even possible that the circulation decrease would have been greater this year without the policy change, but there is also no conclusive data supporting this.

By comparison, the control library used in this assessment dropped 5.12% in this period last year and dropped 0.27% in this period this year. Mansfield’s 2.23% drop this year again appears to be likely unrelated to the policy change. The only conclusion we can draw at this point is that instituting the fine-free policies caused neither a dramatic immediate increase or decrease in circulation.



Enacting fine-free policies would no doubt lead to a loss in revenue, either for the library or the town, depending on where fine collections are currently directed. If any lost revenue is deemed unacceptable for a library, fine-free policies would likely not be a viable option. For libraries with more flexibility, however, there are several approaches fine-free libraries have taken to lessen the effects of lost revenue.

### 1) Convince your town that the loss is acceptable

While probably the ideal solution, this is presumably also the least likely. It is not unheard of, however, as some libraries have convinced their town that the revenue loss is acceptable given the expected increase in library usage, especially for children.<sup>9</sup> This seems to particularly be the case when the fines money is a nearly insubstantial percentage of the total library or town budget.<sup>5 16 17</sup>

### 2) Calculate whether collecting fines costs more than the actual amount collected

Some libraries reported that the amount it cost them to collect fines exceeded the amount they were collecting, and that they saved money by not charging fines. This does not necessarily mean staff reductions, however. For example, one library found the savings by eliminating credit card machines they used for accepting fines and change-counting machines they rented to handle all the coins they received.<sup>6 18 19</sup>

### 3) Collect donations

Although it seems unlikely to fully make up the lost revenue, a common strategy is simply accepting donations, often via a donation (or “guilt”) jar at the circulation desk. One library, based on their own experience, notes that “it may be a good idea to anticipate and plan for a drop once the novelty wears off.”<sup>7</sup> It is also worth noting that when Cragin switched to their current “pay what you want” model with a fines jar, the amount of fines money they collected actually increased.

### 4) Add revenue-generating services

At least one library reported that they were looking to replace lost revenue with other revenue-generating services, such as accepting passport applications.<sup>16</sup>

### 5) Seek support from private organizations

While possibly not sustainable on a continual basis, New York Public Library reports that they were able to provide a one-time amnesty of \$2.25 million with support from a private organization that works to improve quality of life for low-income people.<sup>13 20</sup>

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<sup>16</sup> Wenger, Yvonne. “Baltimore’s Pratt Library Will Go Fine-Free for Overdue Books.” The Washington Post, 6 Jun 2018. [https://www.washingtonpost.com/local/baltimores-pratt-library-will-go-fine-free-for-overdue-books/2018/06/11/ea495b40-6815-11e8-9e38-24e693b38637\\_story.html](https://www.washingtonpost.com/local/baltimores-pratt-library-will-go-fine-free-for-overdue-books/2018/06/11/ea495b40-6815-11e8-9e38-24e693b38637_story.html)

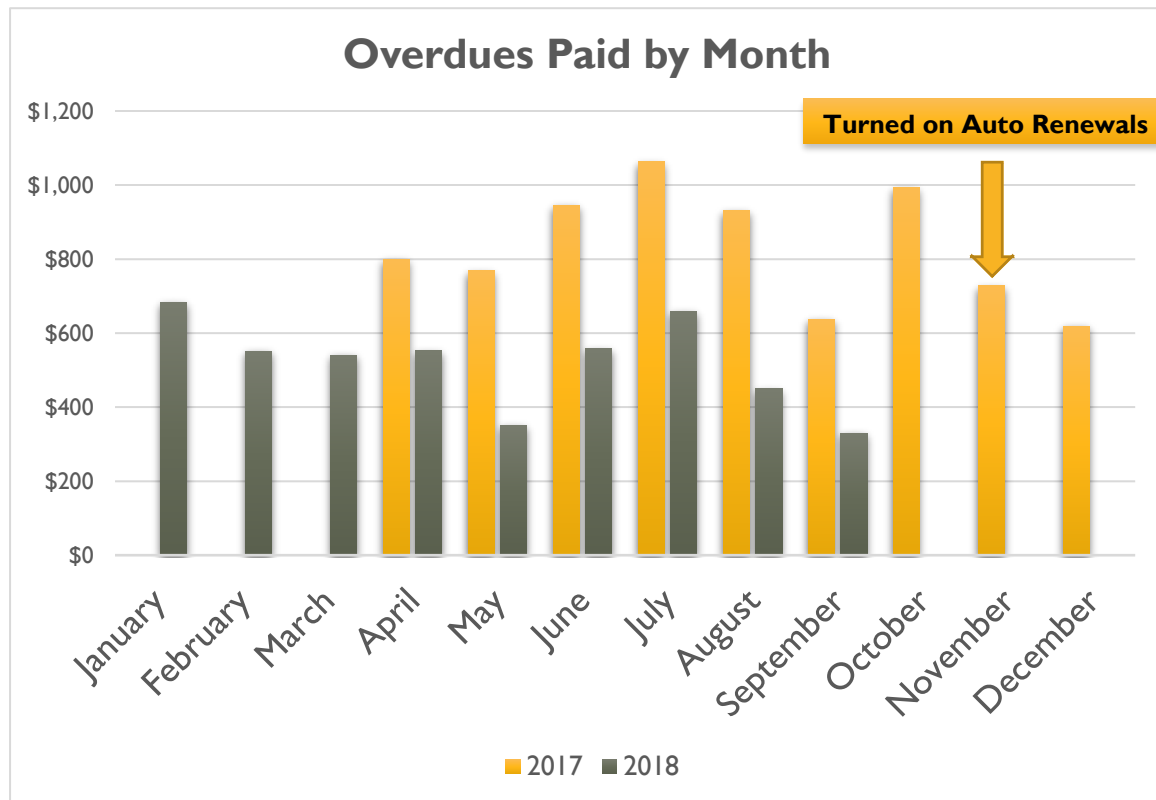
<sup>17</sup> The Salt Lake City Public Library System. “The Fine Free Library: One Year Later.” Medium, 9 Aug 2018. <https://medium.com/@SLCPL/the-fine-free-library-one-year-later-d28c69743c15>

<sup>18</sup> “Wave Goodbye to Overdue Fees at the San Diego Public Library.” CBS8, 29 Jun 2018. <http://www.cbs8.com/story/38542156/wave-goodbye-to-overdue-fees-at-the-san-diego-public-library>

<sup>19</sup> Pyatetsky, Julia. “The End of Overdue Fines?” Public Libraries Online, 5 Nov 2015. <http://publiclibrariesonline.org/2015/11/the-end-of-overdue-fines/>

<sup>20</sup> Scutari, Mike. “Towards a Fine-Free Future: A Funder Tackles a Barrier to Public Library Engagement.” Inside Philanthropy, 26 Oct 2017. <https://www.insidephilanthropy.com/home/2017/10/26/a-fine-free-future-library-jpb>

Libraries who are interested in a more incremental process of eliminating fines should consider auto renewals, if they have not already. The below chart shows the amount of fines paid by month, from April 2017 to September 2018 for the first LCI library to fully implement auto renewals. Their fines have reduced by about 44%, sometimes passing 50% in a given month as compared to that month in the previous year.



#### HOW WOULD FINE-FREE POLICIES BE IMPLEMENTED IN SIERRA?

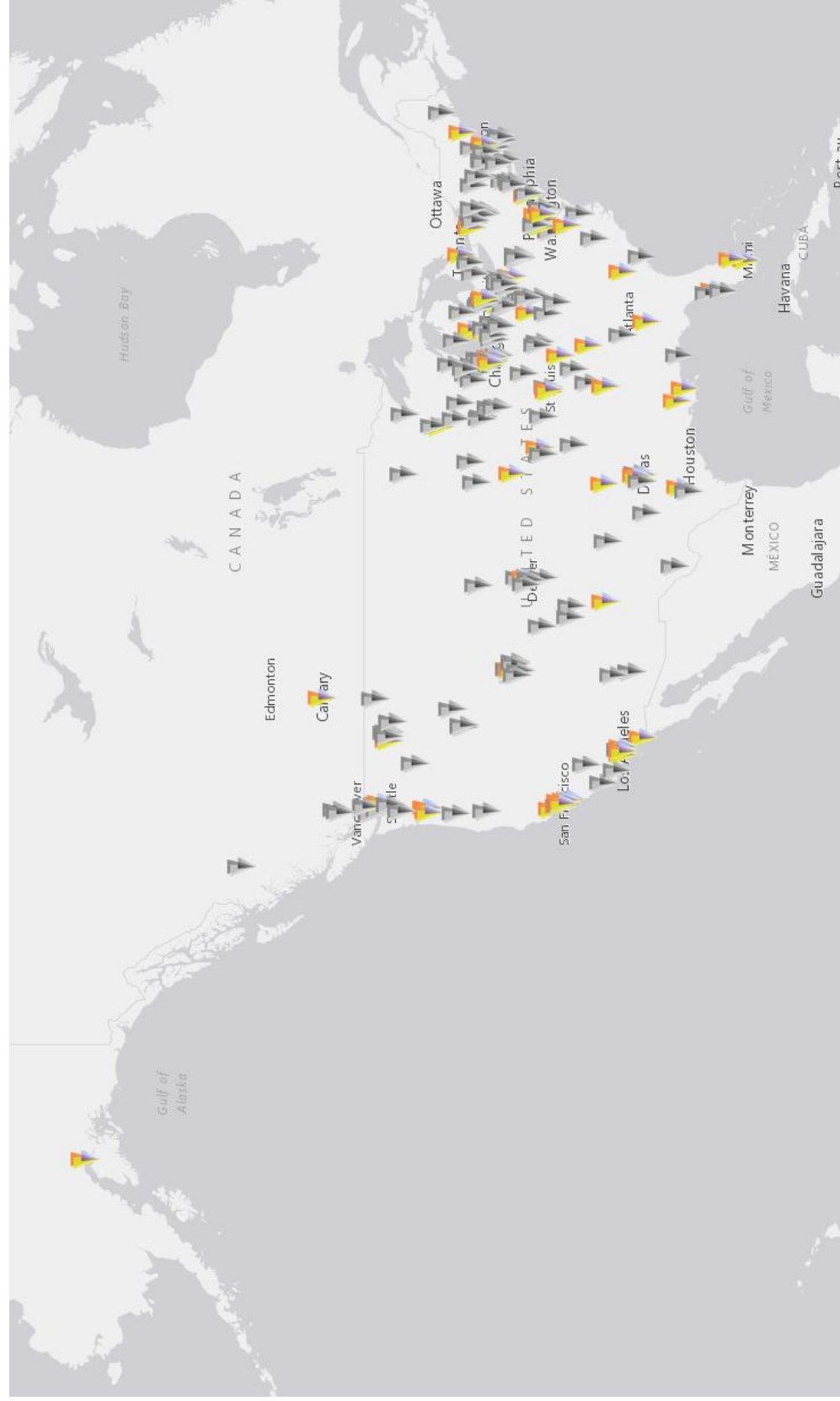
Upon request, LCI staff can update all loan rules associated with your library to charge no fines. If there are select item types that should still charge fines, those item types can be set to do so. As bills are still traditionally assessed, a patron would still be blocked if they had a billed item, presuming the bill was for at least \$10. Libraries that allow a generous amount of time before billing may consider requesting the bills to be assessed earlier, as this can act as a more immediate incentive to return items for those patrons who need one.

Another method in Sierra for blocking patrons is to block them after they have received a certain number of overdue notices for any item. For example, a patron could be blocked upon receiving a second overdue notice for an item and would remain blocked until that item was returned. Unfortunately, this block is applied based on the patron type, not the transaction location. In other words, residents of the fine-free town would be subject to that block regardless of the library they were using, and non-residents may not be subject to this block even when borrowing from the fine-free library.

Loan rules would continue to work as always, in that they will be assessed based on the transaction library. Items checked out at a fines-free library will follow the fines-free policies, but items checked out elsewhere, even those that are owned by a fines-free library or returned to a fines-free library, will still be assessed fines as dictated by the original transaction library.

Urban Libraries Council. "Fine-Free Map." *Urban Libraries Council*, 2020. Web. <https://www.urbanlibraries.org/member-resources/fine-free-map>

All libraries marked are fine-free to some degree. (Some libraries have eliminated all fines, others only for childrens' materials, etc.) Yellow libraries are members of the Urban Libraries Council.





Spielman, Fran. "Lightfoot's Decision to Eliminate Library Fines Triggers 240% Increase in Book Returns." *Chicago Sun-Times*, 30 Oct. 2019. Web. <https://chicago.suntimes.com/news/2019/10/30/20940677/chicago-public-library-no-fines-book-returns-increase-lightfoot>

## Lightfoot's decision to eliminate library fines triggers 240% increase in book returns

Library Commissioner Andrea Telli says hundreds of long-overdue books have been returned in the three weeks since Chicago became the nation's largest major city to jump on the no-fine bandwagon.

By [Fran Spielman](#) Oct 30, 2019, 5:25pm CDT



Chicago is now the nation's biggest major city to jump on the bandwagon against late fees for overdue library books. *Sun-Times* file photo

Mayor Lori Lightfoot's decision to eliminate library late fees and lure scofflaw patrons back to Chicago Public Libraries by erasing outstanding debt already is working wonders, aldermen were told Wednesday.

Testifying at City Council budget hearings, Library Commissioner Andrea Telli said hundreds of long-overdue books have been returned in the three weeks since Chicago became the nation's largest major city to jump on the no-fine bandwagon.

"The amount of books returned has increased by 240 percent. A huge increase in the number of books coming back. We're very, very happy to have that. ... Those books have a value and cost money to buy. We want those assets back. We also want the patron to come back," Telli said.

Telli noted that forgoing library fines is a national trend — and for good reason. They're a barrier to library use, particularly in impoverished neighborhoods where "people can't afford to pay the fines" and libraries can be a safe haven.

"People have a library book or many library books. Those books become overdue. ... They owe fines and then they're afraid to come back to the library because they can't pay the fines. So we not only lose that revenue, which we would never have collected in the first place. But we lose the books and we lose the patron," she said.

Telli is certain scofflaw patrons are returning now that their fines have been wiped off the books.

"Just by word of mouth and also on the library's social media pages like Facebook, we saw a lot of patrons say, 'Oh my God. This is so great. I'm gonna bring back my books. I've been hesitant to come back to the library because I owe these fines,'" Telli said.

Lightfoot's 2020 budget includes an \$18 million property tax increase to honor her promise to establish Sunday hours at Chicago's 77 branch libraries.

Currently, the Harold Washington central library and three regional libraries — Woodson, Sulzer and Legler — are open 1 p.m. to 5 p.m. on Sundays.

Branch libraries ultimately will match those Sunday hours — but not until the end of next year.

The expansion will be phased in as fast as a hiring blitz will allow.

The library system now has 180 vacant positions. The 2020 budget includes an increase of 62 full-time staffers and 115 more part-time employees to accommodate Sunday hours.

"We're expediting filling those vacancies as quickly as possible in order to bring staffing up to where we can add those additional hours. ... We have to follow the labor agreements and the Department of Human Resources process for hiring," Telli said.

"So we'll be rolling it out equitably across the city to open maybe 15 or 20 branches at a time, depending on how quickly we can get through the hiring process. We also want to make sure there aren't any pockets in the city where many branches in this area are open on Sundays and very few in this other area. So we're gonna roll that out very carefully."





Library Commissioner Andrea Telli (second from the left) with Mayor Lori Lightfoot (far right) and the mayor's wife, Amy Eshleman (center) after unveiling the "Summer of Learning" program at McKinley Park library earlier this year. *Fran Spielman/Sun-Times*

Lightfoot's decision to try to expand library service — and raise property taxes to pay for it — is not surprising.

Former Library Commissioner Mary Dempsey, who resigned in 2011 to protest Mayor Rahm Emanuel's cuts to library hours and services, is a close friend, former co-worker, campaign advisor and contributor to Lightfoot.

And Lightfoot's wife, Amy Eshleman, served as an assistant library commissioner under Dempsey. Eshleman is credited with helping to develop YOUmedia, a digital center tailor-made for teenagers.

Adding fuel to the fire was a recent follow-up audit by Inspector General Joe Ferguson, which concluded that staffing at Chicago's 80 public libraries was still not aligned with community needs a year after he recommended a "systemwide workload analysis" to better serve patrons.





# Doing Fine(s)? | Fines & Fees

by Jennifer A. Dixon, Steven A. Gillis

Apr 04, 2017 | Filed in Leadership

**FEES AND FINES** have traditionally been a fact of life for public libraries in America, even though a nonnegligible proportion of librarians and patrons have long considered fines at best an unpleasant hassle and at worst a serious barrier to access to resources for those unable to pay them. A number of libraries nationwide from High Plains Public Library in Colorado to Columbus, OH, to Ipswich, MA, have recently made news by eliminating charges for late returns. Others are creating fine-free cards for certain categories of patrons, such as California's Peninsula Library System's for kids and teens, or Toledo Lucas County Public Library's for active duty military personnel and veterans. As many libraries continue to assess and overhaul their fine and fee structures, sponsored by Comprise Technologies, *LJ* surveyed a random selection of public librarians in January 2017 to learn about their libraries' approaches to fines and fees. *LJ* received 454 responses.

Slightly over half of the libraries responding, approximately 60 percent, are classified as "small," serving a population of 25,000 or less. Slightly over 20 percent were midsize, serving a population of 25,000 to 99,000; the remainder are classified as "large." Responses came from locations across the United States and ranged from suburban branches to rural libraries to a slightly smaller percentage of urban library systems.

## OVERDUE FINES STILL IN THE MAJORITY

A substantial majority of public libraries continue to depend on fines and fees for some portion of revenue, with 92 percent of survey respondents reporting fine collection for late returns. Eight-eight percent of small libraries collect overdue fees, and 98 percent of large libraries, serving populations over 100,000, do so. Not all libraries charge fines for every type of material—for example, some (five percent) do not charge fines for juvenile materials—but libraries almost universally charge late fees for DVDs.

Librarians in the *LJ* survey estimated that about 14 percent of borrowed materials are returned late, with patrons in larger library systems slightly more likely to return items after their due date. The vast majority of overdue materials, 88 percent, are returned within one week of the due date. Only three percent of libraries reported an average late period exceeding three weeks. The daily fines for lateness are typically small, approximately 17¢,

but can add up to a maximum of \$5 to \$10, or the cost of item replacement.

AVERAGE FINE & FEE COLLECTIONS				
	TOTAL*	SMALL (<25K)	MIDSIZE (25K–99K)	LARGE (100K+)
Fines	\$3,345	\$449	\$2,691	\$9,788
Fees	\$1,758	\$291	\$1,241	\$6,770

SOURCE: *LJ* FINES & FEES SURVEY 2017; \*Weighted

Monthly revenue from fines was roughly proportionate to the size of the system. Libraries serving populations under 25,000 reported an average of \$449 in fines collected each month, libraries serving from 25,000 to 99,000 reported an average of \$2,691, and libraries serving over 100,000 reported an average of \$9,788. Based on responses to this survey and the number of libraries in the United States, *LJ* has projected the amount of money collected in monthly fines at approximately \$11.8 million. This calculation is based on the total number of library systems in the United States and not the number of individual library buildings, making this a very conservative estimate.

Larger libraries are far more likely to accept credit or debit cards for fine payments than their smaller counterparts, with 88 percent of larger libraries accepting credit or debit cards, 65 percent of midsize, and 39 percent of smaller libraries. Nearly all responding libraries—99.5 percent—accept cash, 95.5 percent take checks.

Sixty-one percent of libraries also accept other ways to satisfy fines without monetary payment, although alternatives are less common in large systems, where just 37 percent offer such approaches. When they do, though, the results can be quite impressive: in recent amnesty programs, Chicago Public Library received at least 20,000 returned items, worth roughly \$500,000; Los Angeles Public Library received 64,633 books, and 13,701 patrons had fines forgiven and accounts unblocked. Options include activities such as food drives, participation in programs in which patrons—usually children or teens—can “read down” their fines, donations representing a portion of the fine, or through amnesty periods. Multiple survey respondents referenced periodic fine amnesty periods as a powerful means of recovering overdue materials, which patrons may otherwise hang on to for fear of financial consequences. Indeed, the San Francisco Public Library recently held a six-week amnesty and recovered 699,563 overdue items, including 12,246 items that were more than 60 days past due.

## WHERE THE MONEY GOES

The money collected is allocated to the general fund in about three-quarters of libraries. According to Jenny Paxson, readers' advisory librarian at Webster Public Library, NY, "The money we get from fines helps us through the year. We use it as operating costs." About 15 percent reported that funds go to materials, five percent that the money goes to programming, and six percent wrote in that fine money goes back to the city or county general fund. There have also been examples of libraries using fine revenue for other purposes—in 2016, for example, the Central Arkansas Library System donated a week's worth of fine collections to help those affected by the extreme flooding in Louisiana earlier that summer.

Fines were originally instituted to dissuade patrons from bringing materials in late, depriving others of limited shared resources. It causes frustration for patrons and librarians alike, respondents noted, when they request items to find they are overdue and unavailable. There is a "responsibility factor," says an Indiana library director. These are "community materials to be shared with all."

### DOES YOUR LIBRARY CHARGE FINES FOR OVERDUE MATERIALS?

	TOTAL*	SMALL (<25K)	MIDSIZE (25K–99K)	LARGE (100K+)
Yes	92%	88%	95%	98%

### HAS YOUR LIBRARY EVER CONSIDERED DOING AWAY WITH FINES?

	TOTAL*	SMALL (<25K)	MIDSIZE (25K–99K)	LARGE (100K+)
Yes	34.3	25.9	31.6	53.5

SOURCE: LJ FINES & FEES SURVEY 2017; \*Weighted

### HOW MUCH DOES IT COST YOUR LIBRARY MONTHLY TO COLLECT FINES?

	TOTAL*	SMALL (<25K)	MIDSIZE (25K–99K)	LARGE (100K+)
Average \$	\$714	\$84	\$594	\$3,265

SOURCE: LJ FINES & FEES SURVEY 2017; \*Weighted

Libraries will also take steps beyond fines for patrons who consistently hold on to their materials. Almost all libraries—97 percent—will suspend patron borrowing privileges when fines accumulate past a particular threshold, frequently around \$10. Some refer patrons to a collection agency for outstanding fines long past due or over a certain amount. This is true of 67 percent of large libraries, 57 percent of midsize libraries, and 22 percent of small libraries. The typical threshold for such action is \$42, and 54–90 days past due. Some libraries use a combination of dollar amount owed and number of days past due to determine whether they should take tougher action. A small percentage, 12 percent, have taken legal action to recoup overdue fines.

One factor leading to a decline in fine revenue for some libraries is the increasing prevalence of digital materials, which automatically “return” to the library at the end of the borrowing period. Nearly a third of responding libraries stated that digital materials have reduced their fine collections.

## FINE COLLECTION STRESS

The majority of libraries (90 percent) have circulation staff communicate with patrons about fines, with fewer using email (67 percent), snail mail (55 percent), or phone calls (40 percent). In some libraries, patrons receive notification via text message, on their checkout slip, or through their online account. For many library staff members, the process of collecting and enforcing fines can prove stressful. The vast majority of libraries train their staff in how to handle it, particularly in libraries serving over 100,000, where 98 percent of staff receive training, although 88 percent of staff in midsize libraries and 79 percent in smaller libraries receive training as well.

Fine collection may also present a barrier to community goodwill toward the library. Said one staffer, “It’s not worth the severed relationships when responsible customers have a one-time occurrence, when families incur huge fines because of a vacation, or when the word of mouth messaging spreads because of any of these situations. Libraries have enough to combat, this is a matter of hospitality and being supportive of our customer needs.” Staff also feel concern about a negative effect on patrons’ use of their libraries. Says Monica Baughman, deputy director of Worthington Libraries, OH, fines can “impact those who can least afford it.” Bearing out Baughman’s point, when San José Public Library lowered fines and instituted a program for working down the amount owed through volunteering, nearly 100,000 residents had their library access restored. (For more, see

"Jill Bourne: *LJ*'s 2017 Librarian of the Year," *LJ* 1/17, p. 28.)

### DAILY FINE FOR EACH TYPE OF MATERIAL

	\$ AVERAGE	\$ MEDIAN	\$ MAXIMUM
Adult Print Material	0.17	0.15	5.00
Juvenile Print Material	0.14	0.10	5.00
Adult DVD/Blu-ray/VHS	0.67	1.00	6.00
Music CDs	0.21	0.20	5.00
Audiobooks	0.21	0.20	5.00
Games	0.51	0.25	5.00
Devices	2.23	1.00	10.00

SOURCE: *LJ*/FINES & FEES SURVEY 2017

The time spent collecting these fees can use up hundreds of dollars in staff time from library budgets. Some libraries have found that the effort expended to enforce fines is not worth the small amount charged per day. Not surprisingly, about a third of librarians contemplate doing away with the practice entirely.

However, with budgets tight, many libraries are concerned about losing that source of revenue. Hollis Helmecci, director, Rusk County Community Library, WI, writes, "We would have to eliminate staff if we cut fines." In particular, some referenced resistance to such a cutback from administrators, trustees, and local government. Others emphasized a belief that fines facilitate the timely return of library materials and patron accountability, with Mary Geragotelis, director, Scotland Public Library, CT, writing that "we believe that patrons will ignore due dates completely if there is no penalty imposed for late items."

Some librarians compromise by waiving patron fines for those who cannot pay or restructuring the fines to pose less of a burden. As Cheryl Napsha, former director of the South Fayette Township Library, PA, writes, one deterrent to removing fines entirely is "board/local government expectation that fines are part of library service. It's easier to waive fines than to deal with the board. While our system blocks people who owe \$10 or more, we just override that or reduce fines to keep it below \$10."

## LIFE WITHOUT FINES

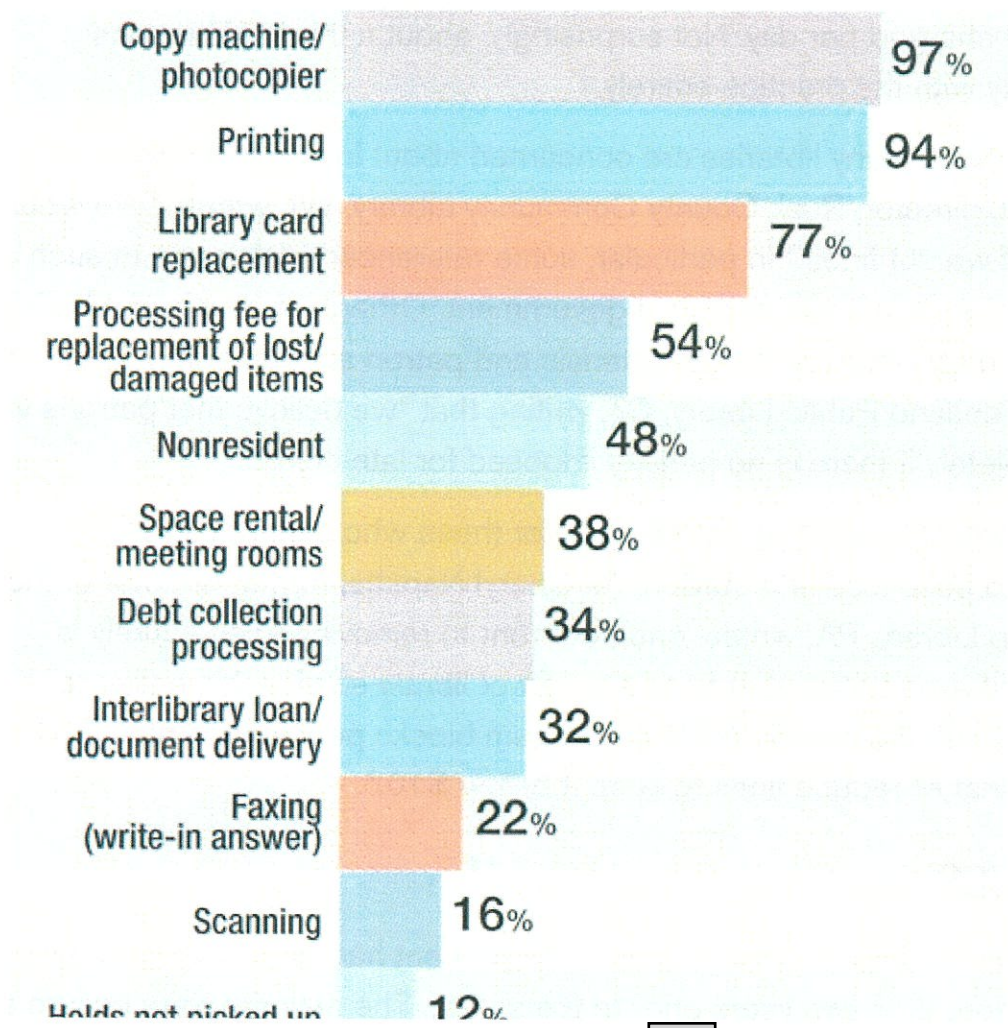
Of those libraries that do not impose overdue fines, 45 percent had done so in the past. Most eliminated fines more than two years prior to the survey. The majority were unsure as

to whether this change had impacted their circulation and instead focused on improving customer relations. Napsha observes, “Fines and fees should not be part of a library’s revenue stream,” as they have become “a barrier to service” and to a “cordial, positive atmosphere.”

Lisa Richland, director, Floyd Memorial Library, Greenport, NY, which has done away with fines but does restrict the borrowing privileges of those who have overdue nonrenewable items, reports, “folks who are dilatory about returns have not changed their habits, but the interaction at the circulation desk is much less fraught. My staff is not put in the position of punishing those who return items late, and we have a donation box for people who still have a need to pay a fine.”

Even without fines, the majority of library materials do make their way back to the library eventually. Not only does this reduce staff stress levels, Richland explains, but it also helps the library maintain a “good name” in the community. “You never know what burdens people have, so we try not to judge or act in a hectoring manner.”

LIBRARY CHARGES A FEE





holds not picked up 70

3-D printing 6%

SOURCE: LJ FINES & FEES SURVEY 2017

Contrary to concerns that fines are the key to patron accountability, Kathy Dulac of the Milton Public Library, VT, reports that after doing away with fines, more people returned books on time, and others felt more welcome in the library space. She explains, "We also found some patrons that had not been in because of fines were again coming to use the library." While some patrons take advantage and keep books out, she explains that "we have the best results getting books back by keeping on top of overdue notices."

To offset the lost revenue from eliminating overdue fines, a small majority of fine-free institutions have started to collect voluntary donations at the circulation desk [see "Can Your Library Go Fine-Free?," below]. Others simply adjust their operating budget, as the amount collected through fines represented a minimal percentage of the overall budget.

## THE INCREASING USE OF FEES

A majority of the responding public libraries—86 percent—also collect fees for library services. Based on survey responses and the number of library systems in the country, *LJ* projected the amount of fees collected by U.S. public libraries each month as \$6.5 million.

Most of those fees are for in-library copying and printing, with some also charging to replace lost or damaged library cards or damaged materials or to grant access for nonresident users. Of those charging for nonresident use, six percent reported determining the fee based on tax rates. Smaller libraries in particular charge fees for faxing and scanning, while larger libraries are more likely to charge for services such as interlibrary loan (ILL) or debt collection processing. For ILL or document delivery, about eight percent will assess the charge from the lending institution, while eight percent will charge the cost of return shipping. Over a third of libraries, particularly larger systems, also charge for the rental of meeting rooms or event spaces. The revenue collected from such fees enables libraries to provide services they might not otherwise be able to offer, for instance, Wi-Fi kits or 3-D printing.

One in five libraries also charges admission fees for programs or events. Common events include classes such as art or yoga, field trips, or author talks. Other examples provided by survey respondents include driver safety courses, genealogy seminars, "paint n' sip" gatherings, and concerts. Libraries also host free events at which participants pay for

materials, like craft classes, or organize fundraisers for which attendees pay a fee or a donation.

SERVICE FEES CHARGED		
	\$ AVERAGE	\$ MEDIAN
Nonresident (per year)	46.96	32.00
Space rental/Meeting rooms for Businesses (per hour)	40.24	30.00
Debt collection processing fees	12.21	10.00
Space rental/meeting rooms for nonprofits (per hour)	8.48	10.00
Processing fee for replacement of lost/damaged items	5.58	5.00
Interlibrary loan/document delivery	3.27	3.00
Library card replacement	1.92	2.00
Faxing	1.23	1.00
Holds not picked up	1.02	1.00
Scanning	.58	.25
Color printing	.50	.50
B/W printing	.16	.15
Color copies	.49	.50
B/W copies	.16	.15

SOURCE: LJ FINES & FEES SURVEY 2017

Some libraries take a flexible approach to how they charge for common services like printing and copying. Steven Harsin, director, Grand Marais Public Library, MN, describes operating “on an honor system, so we don’t know for certain whether patrons pay nor not.... Undoubtedly, some do not pay. On the other hand, there are patrons who print a couple of pages and drop \$5 in the bucket.” The library also will negotiate lower rates for large printing jobs and allows patrons to bring one copy of a tax form to be duplicated for free during tax season. Overall, library staff report efforts to adjust their fee structures in a manner that facilitates the best possible services for patrons and emphasize that these charges are never instituted to make a profit.

Many libraries are still testing what works best for their community when it comes to fee programs. Lisa Eck, Roseville Public Library, CA, notes that her library used to charge for held materials not picked up and for the processing of lost items, damages, and ILLs. However, she writes, “we have dropped [those charges] because we found that they



didn't warrant the staff time, and they caused negative experiences with our customers."

As is the case with overdue fines, for many libraries the money collected in fees helps to support a tight institutional budget. Explains a public services librarian in Wisconsin, "As our city continues to slash our budget, our meeting room fees (collected for private events usually held on the weekends) are helping to plug the holes."

The results of the *LJ* survey provide a picture of the ways in which libraries nationwide assess and adjust their approaches to fines and fees in order best to serve their patrons. The clearest trend from these results is that libraries benefit from open-mindedness about these revenue sources and a willingness to move away from entrenched traditional methods. There is a cost, in staff time and effort particularly, to collecting fines and fees from patrons, and libraries must balance this by collecting in a way that makes sense for the individual library and community.

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*Jennifer A. Dixon is a librarian and recent graduate of the School of Information, Pratt Institute, New York*

## Can Your Library Go Fine-Free?

By Steven A. Gillis

Many library administrators feel that fines are a barrier to access (especially for low-income families), cost the library significant staff time, are antithetical to our mission and principles, set up an adversarial relationship, or prevent implementation of services such as autorenewal. Nonetheless, they may fear that eliminating fines is impossible owing to funding issues. That is not necessarily the case. In the face of declining budgets and increasing costs, how can a library justify removing a revenue stream? A close look at the business situation may allow for a step-by-step transition, especially as fines collected often represent less than one percent of total budgets. A small trial period may be the answer.

At the Orange Beach Public Library (OBPL), we instituted such a trial, with rigid data tracking. Even if the project were a complete disaster, the board considered six months a minimal risk. We compared collected data to a baseline averaged from our 2010–12 calendar years. Our primary data points were circulation and average time materials stayed off the shelf, but we also examined the cost of the initiative and took note of staff and patron opinions, including patron email surveys

in 2013 and 2016 that collected over 2,000 responses. Most important for concerns over revenue reduction, we tracked data on fines plus donations collected in our baseline vs. our donations collected during the experiment.

## ALTRUISM VS. PUNISHMENT

Initially, we used a “waive-and-request” method. Fines were unchanged in our library automation software, but we would inform patrons that we were waiving the charges and asked if they would like to make a donation. While some chose not to donate, others donated at least the fine amount, often rounding up to the nearest dollar rather than receiving change. This method served to advertise our fine-free status, helped tracking, and sparked many questions from patrons. It also changed the tone of the interaction from punitive to altruistic, which was more pleasant for everyone.

Data from the first six months showed an overall decrease of only \$265 compared to our baseline of combined fines and donations after excluding large or organizational gifts. This amounted to a 12 percent loss for these combined revenue streams. Almost 88 percent of fine income was recovered in donations through “waive-and-request” or from increased general giving. Comparing fines actually waived in our ILS reports vs. donations collected showed that 49.9 percent of the fine values were recovered through “waive-and-request.” After six months, the experiment was considered successful enough to go forward. We continued tracking and did see some ongoing falloff. After nine months, our recovery dropped to only 41.8 percent. It may be a good idea to anticipate and plan for a drop once the novelty wears off.

Revenue from the combined streams for the same six-month season of the original experiment did decline slightly. Because our library is located at the beach, our usage can be very seasonal, so we made sure to compare the same six months for each year and included our highest fine-generating months in the snapshot. Losses for fine incomes compared with donations fluctuated from 15 percent to 32 percent for 2014–16 (\$330–\$713). Even the highest percentage loss in 2016 was actually an increase in small donations by more than 25 percent over 2012, with this increase making up for 68 percent of our previous fine incomes. Our “waive-and-request” period ended in 2015, and in April 2015, we removed all fines at the direction of the library board.

Our test indicates that increases in donations may help mitigate the losses in fine

income with the proper framing. Instead of planning for a one to two percent loss in total income, you may experience a surge in donations and goodwill. There is no real way to know if this will occur without trying a test period.

## GOODWILL GROWS SUPPORT

At OBPL we were able to leverage increased goodwill with our city council. While there are many reasons for the raises in funding for our library, the goodwill of the community and the change in the overall environment from removing fines is a significant factor.

In the first year of the project, our municipal funding increased by nine percent over funding in 2012. Over the next three years, our municipal support has increased by nearly 30 percent. We currently anticipate a continuing budget of almost \$140,000 greater than our 2012 funding. With this increased revenue and support from our city, we also anticipate remaining fine free.

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*Steven A. Gillis is Director, Orange Beach Public Library, AL*

fines and fees      LJ\_2017\_Apr\_01



# Eliminating late fines: Improving access to your library

## Background

- For years, Saint Paul Public Library staff have been talking about eliminating late fines as a way to make the library more accessible to everyone in Saint Paul.
- In 2018, Library staff led 6+ months of research on this topic. We analyzed our service and financial data. We read articles. We interviewed colleagues from other library systems. We interviewed our own staff. We talked with community members.
- Based on this research, the Library and Mayor Carter have proposed eliminating late fines in 2018.
- **The City Council will vote on this proposal in December 2018.**

## SPPL has already taken steps to decrease the impact of fines:

- ✓ No fines on children's or young adult books, music, movies, and more.
- ✓ "Read Downs" offered for anyone, any time the library is open.
- ✓ No overdue fines for Library Go cards (all Saint Paul Public Schools students).
- ✓ E-materials, like e-books and digital magazines, have never accrued fines.

## Still, many people remain unable to check out materials.

## People in Saint Paul tell us about the impact of fines and fees:

- "I really love the library, and it makes me sad that I haven't been able to make use of it because of this policy on fines."
- The library should stop "charging late fees and institute a system that is more effective and does not drive the people who need libraries most away due to shame or inability to pay."



19% of cardholders (51,132) cannot check out materials because they have too many fines/fees.



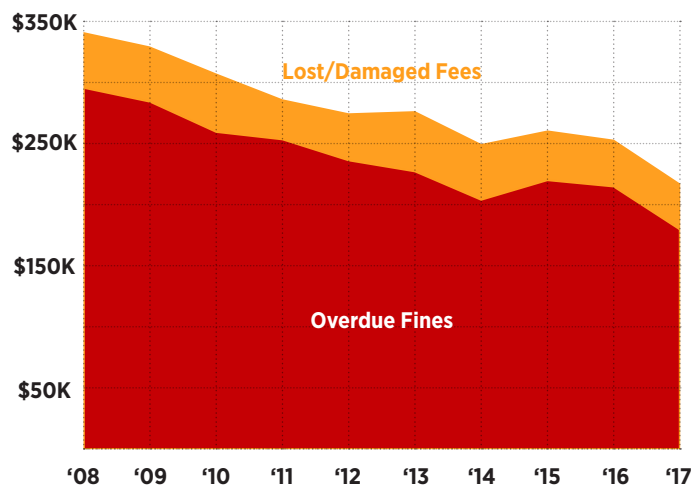
34% of cards are blocked at Rondo. Percentages are higher in economically challenged neighborhoods.



# Eliminating late fines: Improving access to your library

## Fines are not a sustainable or dependable form of revenue.

Money collected from fines and replacement fees has gone down steadily for the last 10 years. The Mayor's budget proposal seeks to fully fund the Library's budget from sources other than late fines.



## Late fines are not effective.

Studies have shown that small fines do not have any impact on return rates.

"The scant research on the value and impact of library fines and fees does not indicate a clear benefit of administering these policies, and they may be costly to enforce."

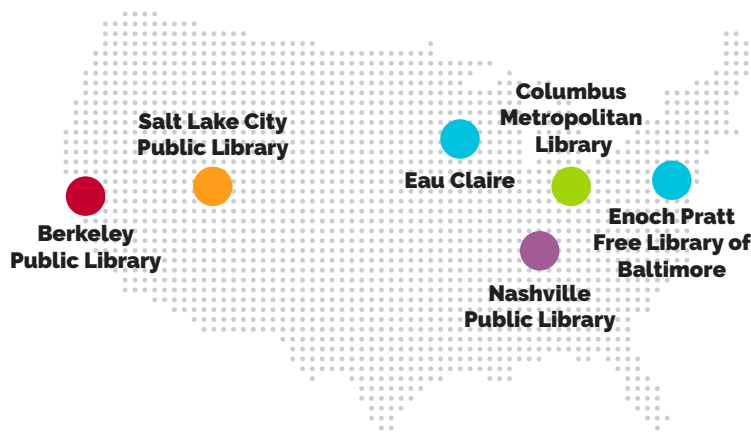
- REMOVING BARRIERS TO ACCESS  
(COLORADO STATE LIBRARY WHITE PAPER)

## In fine-free libraries, people still return items.

- Library users still need to return items, and will still receive reminders when a due date approaches and when it has passed.
- Most libraries that eliminate late fines will still block accounts of library users who do not return materials.
- Most libraries still collect fees for lost and damaged items.

## Libraries across the country are eliminating late fines, with no reported negative outcomes.

- "With less staff time focused on enforcing fines, we can spend more time doing the positive people-focused work of the modern library." - Peter Bromberg, Salt Lake City Public Library
- "We've shut off access to the library when one of our staunchest principles is trying to provide the widest access possible." - Patrick Losinski, Columbus Public Library



## Rachel Tussey

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**From:** Friends of the Homer Library <info@friendshomerlibrary.org>  
**Sent:** Wednesday, July 1, 2020 5:37 AM  
**To:** Rachel Tussey  
**Subject:** News from the Friends of the Homer Library

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.



### Library Director's Report

David Berry

The summer solstice is here, which means in normal times the library would be packed full for author readings, community groups and Summer Reading activities. It's not quite that busy this year, but I'm happy to report that life is picking up again. The shelves are open for browsing (by reservation), and we even saw some kids in the building recently. Curbside pickup and computer use

remain in hot demand.

There's also good news for the library's infrastructure. Within a couple of months the library will have a high-powered wireless transmitter installed on the west side of the building, providing wi-fi coverage of the parking lot, public plaza and covered entryway. We're working on various other technology upgrades which should hopefully come online by the fall, depending on funding. The staff is also discussing improvements to the library's website to make it simpler, easier to use, and more interactive.

If you came into the library often, you might have noticed the displays that go up from time to time, featuring items about specific holidays, topics or just general interest. We're trying to replicate those displays online now, by creating social media posts that feature staff selections. After a lot of experimentation, I think we've gotten the hang of the process.

Happy July 4, everybody. Spend it with your loved ones. May the holiday be as fun, and as safe, as in past years.

## **Love Homer? Love your library?**

**Put that love into action by joining the Library Advisory Board (LAB). If you are a Homer resident, you could fill an open seat on the LAB to work with the Library Director on operational policies, budget, and recommendations to the City Council concerning top-quality library services in our area. You also will be an advocate to the community to ensure strong support for the library, the most public of public services. Homer has an award-winning first-class**

library. Join us to keep it that way and to help it grow into the future. For a modest commitment of one meeting nine times a year, you can make a big difference in our quality of life. Full details are available at <https://www.cityofhomer-ak.gov/lab>. Apply at <https://www.cityofhomer-ak.gov/bc/commissions-boards>.

draw - write - speak  
your summer story

HPL *kids* WRITE  
for ages 10-13

Summer@HPL  
[www.cityofhomer-ak.gov/library](http://www.cityofhomer-ak.gov/library)

Youth Voice & HPL Kids Write



What inspires a story? Is it a hero, a drawing, an object on a shelf? HPL Kids Write connects young teens with each other while they respond to fun storytelling prompts created by Jason Reynolds, author and the current National Ambassador for Young People's Literature. HPL Kids Write is an opportunity for kids & teens to craft stories in a fun, casual experience; helping them become stronger writers, using their unique voice, and appreciate the writing of others.

The Write.Right.Rite prompts Jason has created are short, but intimate, reflecting Jason's charm, humor and intelligence. The prompts include everything from designing a new tattoo or medal to writing the first line of a story. Teens ages 10-13 respond to a specific response, which changes every two weeks, and then meet up with other writers at a Zoom session every other week (hosted by librarian Claudia Haines). Projects will also be uploaded to [Padlet, an online community gallery](#). Program is free and registration is necessary for the Zoom meetups. Find information here: <https://www.cityofhomer-ak.gov/library/hpl-kids-write>.



# ASL 101

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FOR GROWNUPS (18+)

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Learn the basics of  
*American Sign Language*  
with Sherry Pederson



Class meets virtually (via Zoom)

**Tuesdays and Thursdays,**  
**6:30 - 7:30pm**  
**July 7 - 23**



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**FREE! Registration Necessary!**  
[www.cityofhomer-ak.gov/library](http://www.cityofhomer-ak.gov/library)





# ASL Club

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FOR KIDS AGES 7 - 10

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Learn the basics of  
*American Sign Language*  
with Sherry Pederson

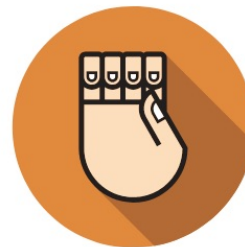


Club meets virtually (via Zoom)

**Wednesdays, 10:00 - 11:00am**

**Session 2: June 3 -24**

**Session 3: July 8 - 29**



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**FREE! Registration Necessary!**

[www.cityofhomer-ak.gov/library](http://www.cityofhomer-ak.gov/library)





# SUMMER@HPL

Reading & Learning Program for Kids, Teens & Adults!

**Dig Deeper!**  
**Read, Investigate & Discover**  
**May 18 - August 15**



- Digital reading and learning log
- Virtual programs for all ages
- Activities To Go! for families
- Virtual challenges to inspire offline play & exploration
- Themed reading lists for all ages
- Registration begins 5/5



**Homer Public Library**

Info & Registration at:  
[www.cityofhomer-ak.gov/library](http://www.cityofhomer-ak.gov/library)  
907-235-3180



2020 Summer@HPL

# ANNUAL LEGO CONTEST



- Build your entry at home
- Upload a photo or video (July 15-31)
- Vote for the winner online (August 1-3)

For complete details and how to enter, visit:  
[www.cityofhomer-ak.gov/library/summer-hpl-2020](http://www.cityofhomer-ak.gov/library/summer-hpl-2020)  
or call Homer Public Library at 235-3180.







**Come by the library and take a stroll through the newly renovated Story Walk. The Story Walk was funded through a grant from the KLEP Fund of the Homer Foundation.**

**COME WALK A STORY!** Bring your whole family to the library's trail , read and interact with a new, fun picture book posted along our storywalk each month. Here are this summer's titles, which people of all ages will enjoy:

**July: *The Legend of Rock, Paper, Scissors* by Drew Daywalt**

"Long ago in the Kingdom of Backyard, there lived a warrior named Rock," begins the legend of this favorite children's game. He wanted to desperately find worthy opponents. In his search he found two warriors, Paper and Scissors, who were also in search of battles against worthy opponents. Epic and hilarious clashes occur, and the rest is history. Replete with dialogue and expletives, this is another humorous story that begs shared reading. When done telling the legend, play a few games of Rock, Paper, Scissors.

**August: *Eye to Eye: How Animals See the World* by Steve Jenkins**

This nonfiction picture book explains how animals use their eyes to take in information about their world. Steve Jenkin's beautiful illustrations accompany a text explaining how animals over the last billion years have evolved a wide variety of eyes as well as a wide variety of how to use them. The illustrations alone are worth viewing. I learned a lot of new, surprising information from this book, which will appeal to all ages.

September: TBA



BOB the Bookmobile will be open on Monday and Wednesday from 10:30 a.m. to 12:30 p.m. and will be parked in the Library Parking Lot. During these trying times, masks are required.

While we focus on books for children's and young adults, we also have lots of lovely books for adults as well. Stop by and see what we have.

Have a small child or a baby on the way? We have free copies of Ann Keffer and Lyn Naden's beautiful Homer ABC books to hand out to every patron (get a jump on that upcoming baby shower gift basket!)

## **Reading Between the Lines**

### **Reviewers Wanted**

**Reading Between the Lines plays each Sunday morning at 9:35 a.m. on KBBI 890 right here in Homer.**

**Have you ever wanted to promote a book, a recorded book, or other resource from our library?** We are looking for a few new voices to participate and round out our already outstanding group of RBL participants for the Reading Between the Lines program. The RBL is a weekly review segment which airs at 9:35 a.m. Sunday mornings on KBBI 890 AM radio. We are looking for people who are passionate about our library, library resources, and who like to share that passion with our friends and family in the Homer area.

*The Friends of the Homer Public Library  
sponsor the RBL program.*

### **Things you might want to know...**

- Segments are recorded in advance, so if you are nervous about having to do this live on air, no worries! Matt at KBBI will work with you and re-record until you are happy with the results.
- You can sign up for a one-off, or to become part of a regular rotating schedule of reviewers.
- Need summers off, or are you gone snow birding for the winter? No problem! We can accommodate your schedule.
- At the moment with the Covid 19 virus we need to record our segments at home and send them as an email attachment to Matt. (I can walk you through this process)

If you would like more information or a copy of the RBL guidelines and general information notes please contact Jacqueline E. Peterson at **[RBLHomer@gmail.com](mailto:RBLHomer@gmail.com)**

# LIBRARY ADVISORY BOARD

## 2020 Meeting Calendar

	MEETING	AGENDA DEADLINE	ANNUAL TOPICS/EVENTS
<b>JANUARY</b>	No Meeting		
<b>FEBRUARY</b>	5:30 pm Tuesday, February 4	5:00 pm Wednesday, January 29	<ul style="list-style-type: none"> <li>• Annual Review of Library Policies/ Rules &amp; Regulation (Bylaws V.2)</li> <li>• Big Read</li> </ul>
<b>MARCH</b>	5:30 pm Tuesday, March 3	5:00 pm Wednesday, February 26	
<b>APRIL</b>	5:30 pm Tuesday, April 7	5:00 pm Wednesday, April 1	<ul style="list-style-type: none"> <li>• Election of LAB Officers (Bylaws IV.1)</li> <li>• National Library Week</li> <li>• National Library Workers Day</li> <li>• Celebration of Lifelong Learning</li> </ul>
<b>MAY</b>	5:30 pm Tuesday, May 5	5:00 pm Wednesday, April 29	<ul style="list-style-type: none"> <li>• End of Student Representative Term (Bylaws III.2)</li> <li>• Midyear Review of Annual LAB Priorities</li> <li>• National Library Legislative Day</li> </ul>
<b>JUNE</b>	No meeting		
<b>JULY</b>	No meeting		
<b>AUGUST</b>	5:30 pm Tuesday, August 4	5:00 pm Wednesday, July 29	<ul style="list-style-type: none"> <li>• Budget Meeting (Bylaws V.3)</li> </ul>
<b>SEPTEMBER</b>	5:30 pm Tuesday, September 1	5:00 pm Wednesday, August 26	<ul style="list-style-type: none"> <li>• Budget Meeting (Bylaws V.3)</li> <li>• Beginning of Student Representative Term (Bylaws III.2)</li> <li>• Library Card Sign-up Month</li> </ul>
<b>OCTOBER</b>	5:30 pm Tuesday, October 6	5:00 pm Wednesday, September 25	<ul style="list-style-type: none"> <li>• National Friends of Libraries Week</li> </ul>
<b>NOVEMBER</b>	5:30 pm Tuesday, November 3	5:00 pm Wednesday, October 28	
<b>DECEMBER</b>	5:30 pm Tuesday, December 1	5:00 pm Wednesday, November 25	<ul style="list-style-type: none"> <li>• Approve Annual LAB Priorities</li> </ul>



**2020 HOMER CITY COUNCIL MEETINGS  
ADVISORY COMMISSION/ BOARD ATTENDANCE**

Commissions are invited to report to the City Council at the Council's regular meetings under Item 8 – Announcements/Presentations/Borough Report/Commission Reports. This is the Commission's opportunity to give Council a brief update on their work. Generally the Commissioner who will be reporting will attend one of the two meetings for the month they are scheduled to attend.

The 2020 meeting dates for City Council is as follows:

January 13, 27	<u>Kuszmaul</u>
February 10, 24	<u>Finn</u>
March 9, 23*	<u>Peterson</u>
April 13, 27	<u>Kuszmaul</u>
May 11, 26*	<u></u>
June 8, 22	<u></u>
July 27**	<u></u>
August 10, 24	<u></u>
September 14, 28	<u></u>
October 12, 26	<u></u>
November 23**	<u></u>
December 14, 21****	<u></u>

City Council's Regular Committee of the Whole Meeting at 5:00 pm to no later than 5:50 pm prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 pm.

\*Tuesday meeting due to Memorial Day/Seward's Day.

\*\* There will be no first regular meeting in July or November.

\*\*\*Council traditionally reschedules regular meetings that fall on holidays or high school graduation days, for the following Tuesday.

\*\*\*\*Council traditionally cancels the last regular meeting in December and holds the first regular meeting and one to two special meetings as needed. Generally the second special meeting the third week of December will not be held.