

Morrill Memorial Library Borrowing Policy

2021 update

- Library users must have a Minuteman Network library card to borrow materials.
- Free borrowing privileges are extended to everyone who lives, works, or studies in Massachusetts.

Loan Periods

Material Type	Loan Period
Books, Audio (Books on CD, Playaways, Music CDs, etc.) and DVDs-Series	3 weeks, up to 3 renewals*
DVDs-all except for Series	1 week, up to 3 renewals*
Summer Reading Material	3 weeks, no renewals
Speed Reads	2 weeks, no renewals
Library of Things	Minimum 1 week, up to 3 renewals*

* *Renewals conditional on available copies*

Other limitations and exceptions may apply

All materials borrowed at the Morrill Memorial Library from the library's own collection or that of any other library within the Minuteman Library Network (MLN) are subject to the rules defined in this policy. Materials borrowed from outside MLN are subject to the rules of the owning institution.

Fines and other charges

As voted by the Board of Library Trustees on September 14, 2021, the Morrill Memorial Library has eliminated overdue fines for most borrowed materials.

- Damaged and lost materials will be charged the cost to repair/replace them.
- Lost Museum Passes will be charged a minimum of \$30.
- Items from outside the Minuteman Library Network (i.e., ILL) bill the Library \$2.00 per day up to \$20.00. This cost will be charged to the responsible borrower whenever it is incurred.
- Failure to pick up a reserved Museum Pass will result in a \$5.00 fine per occurrence.

Approved by the Board of Library Trustees December 14, 2021