

## **Safety & Use Bylaws of the Town of Stettler Library Board and the County of Stettler No. 6 Library Board**

The Town of Stettler and County of Stettler No. 6 Library Board (“the Board”) enacts the following Bylaws pursuant to Section 36 of the Alberta **Libraries Act**.

### **Definitions**

Definitions in these Bylaws shall mean:

- **Board:** means the Joint Committee of the Town of Stettler Library Board and the County of Stettler No. 6 Library Board,
- **Borrower:** means the person to whom a library membership card has been issued,
- **Good Standing:** means a cardholder with no outstanding overdue items or charges.
- **Library:** refers to the Stettler Public Library,
- **Library Manager:** means the person charged by the Board with the operation of the Library, and
- **Library Resources:** means any material, regardless of format, held in the Library’s collection or borrowed from another library on behalf of a Stettler Public Library borrower.

### **Admittance to and conduct in the Library**

- The library is open free of charge to the public for library purposes during the hours of operation, as set by the board.
- No person using the library shall create any unnecessary disturbance for other library users and/or contravene Library Board policy.
- Take away any library item from the library unless the item has been properly checked out in accordance with library circulation policies and procedures.
- Solicit other library users and staff for personal, commercial, religious, or political reasons.

Persons who do not act in accordance with the above will be asked to put an end to their actions. If the action continues or the seriousness of the action justifies it, library staff will direct the person to leave the library. Library staff may ask for outside assistance, including contacting local law enforcement officers if staff believe the situation warrants it.

No member of the public is to be left in the library for any purpose without a staff person or member of the Board present at all times. Stettler Recreation Centre staff have access to the Library in relation to building concerns.

### **Borrowers and Borrower Responsibilities**

- Any resident living within the boundaries of the Parkland Regional Library System is eligible to request a borrower’s card at the Stettler Public Library.
- Membership at the Library is free for residents of the Town and County of Stettler.
- Borrowers in good standing are eligible to receive a TAL library card on request and/or participate in the ME libraries initiative.

- A borrower shall notify Library staff of any change to contact information, including address, telephone number and/or e-mail address as soon as possible
- A borrower should take proper care of any library resource entrusted to his/her care, and should return or renew any library items on or before the due date.

**Loan of Library Resources**

- There is no charge for using library resources on library premises or borrowing library resources normally lent by the library, consultation with members of the library staff or receiving basic information service.
- Loan periods and circulation procedures are set in cooperation with member libraries within the Parkland Regional Library system.

**Penalties**

A library card may be denied or revoked if the cardholder fails to comply with the above. In cases of serious dereliction, the Board may prosecute an offence under the s. 41 of the Libraries Act.

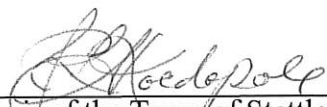
**Service Fees**


In addition to charges for fines, the Library may charge for non-traditional Library services such as:

- Photocopying, faxing, and printing: \$0.35 (B&W), \$0.50 (colour).
- Exam invigilation: \$20 per exam.
- Fees for services not normally provided by a library will be assessed on request.
- Fines are set in cooperation with member libraries within the Parkland Regional Library system.

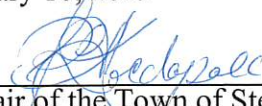
Read a first time: January 16, 2019


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 Chair of the Town of Stettler Library Board/  
 Chair of the County of Stettler No. 6 Library Board

  
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 Treasurer of the Town of Stettler Library Board/  
 Treasurer of the County of Stettler No. 6 Library Board

Read a third time and adopted by unanimous consent: January 16, 2019

  
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