

In the interest of protecting the collections of the Woodburn Public Library and of the other libraries in the Chemeketa Cooperative Regional Library Service, family accounts are linked and family access to collections will be restricted under **any** of the following circumstances:

- a. If there are lost or damaged books and overdue fines on an adult registration in the family over the \$50 limit that would trigger an account being sent to a collections agency;
- b. If any minor's registration in the family reveals lost or damaged books and/or overdue fines exceeding \$50;
- c. If there is a continuous, verifiable record of abuse of library privileges by family members, to include lost and damaged materials and habitual overdue fines in excess of \$10.

The Library will limit all family cards to one checkout and one hold if any of the above conditions apply to a family's account(s), and no further cards will be issued. These restrictions will remain in place until fines are cleared or, until the family has cleared 50 percent of fines according to a payment arrangement. If payments cease, or further fines are incurred during the remainder of the payment schedule, the restriction will be reapplied.

Restrictions made according to this policy may be appealed to the Library Manager when extenuating circumstances, such as illness, or loss of a job, may have contributed to the delinquency of an account. In such circumstances, the application of the policy may be modified at the Library Manager's discretion.

This policy supplements other limits and restrictions on patron accounts, such as the denial of checkouts to accounts with fines in excess of \$10, and those limits will also apply. For the purpose of this policy, a "family" is defined as a single parent or two adults—cohabiting, married or in a legal domestic partnership—and their natural, adopted, or guardianship children under 18 years of age.