

Eagle Public Library

Interlibrary Loan Policy

Adopted by the Board of Trustees, June 19, 2024

1. Purpose

The Board of Trustees of the Eagle Public Library provides library users with the opportunity to borrow library resources outside the Lynx Library Consortium courier system.

2. Borrowing

- Anyone with a current Eagle Public Library account in good standing (fines and fees at \$10.00 or less, no overdue items, and no account blocks) may make requests for interlibrary loan service.
- Requests may be submitted in person, by telephone, online through the library's website, or by email.
- Items not owned by the Eagle Public Library or Lynx Library Consortium library may be requested, with the following exceptions:
 - items published within the last six months,
 - items on the New York Times or Publisher's Weekly Bestseller lists,
 - items in current high demand,
 - reference materials,
 - magazines and newspapers (copies of specific articles may be requested and may require a copying fee), and
 - microfilm.
- The Eagle Public Library does not charge library users a fee for this service, though charges from other libraries lending requested materials may be passed along to patrons.

3. Limits and Fees

- Interlibrary loans are limited to three requests per week per account.
- Interlibrary loans accrue overdue fines at the same rate as items owned by Eagle Public Library.
- Renewals are allowed only at the loaning library's discretion. Contact the Eagle Public Library at least three business days before the item is due.
- The Eagle Public Library follows the provisions for fair use specified in the Federal Copyright Act regarding photocopies.
- Lost items will be charged at the replacement cost determined by the loaning library.

4. Amendment of Policy

The Eagle Public Library Board of Trustees reserves the right to review and amend this policy at any time.