

Use of the Library

1. The Library shall serve all residents of Exeter. Persons residing outside the town, but owning property in Exeter shall be considered residents.
2. Nonresidents may receive a one (1) year family membership upon payment of a sum set by the Board annually.
3. Children who are entitled shall receive library cards when they are able to sign application forms or are four (4) years old, whichever comes first.
4. Those who are sixteen (16) years of age or are in the ninth (9th) grade shall be eligible for adult cards. Others may be issued at the discretion of the Librarian.
5. The Fine Policy shall be established by the Board of Trustees on the recommendation of the Library Director. If library material is lost or damaged, the person responsible for the item shall pay a fee not to exceed the list price for the material, plus any processing fee approved by the Board of Trustees. The processing fees are a \$.50 charge for each overdue notice sent and a \$2.00 charge for each bill. There will also be a \$10 fee for each returned check.
6. The Library shall be open an adequate number of hours to effectively serve the Town of Exeter or to meet the current New Hampshire State Library Standards.
7. The number of librarians on duty for the Library to remain open shall be determined by the Board. There shall be a minimum of three (3) librarians on duty, (2 upstairs and 1 downstairs). In the event of an emergency or understaffing, the Library Director or senior staff member shall have the authority to close the Library. The Chairperson or next available Board member (see Board Phone Tree).
8. All programs conducted or administered at the Library involving library staff must be in compliance with standard Library procedures and policies.
9. If any patron has any materials out more than a month overdue, he/she will not be allowed further check-outs until those materials are returned.