

Operating Procedures Policy

Library Hours

Monday, Thursday, Friday
9am - 6pm

Tuesday and Wednesday
9am - 8pm

Saturday
9am - 5pm

Sunday
Closed

Holidays

The Library will close in observance of all holidays declared by NRS 236.015 and Churchill County Code. It will be at the discretion of the Library Director to close the Library on a Saturday in observance of a holiday.

Fees

All Library services are free with the following exceptions:

Microfilm Reader/Printer - 10 cents per page

Photocopies - 10 cents per page

Photocopies from other libraries - 10 cents per page

Free Copies

If needed information is available only in non-circulating reference material, patrons will be allowed up to five pages photocopied free of charge per visit.

Library Cards

Initial library cards are issued without charge. However, if the card is lost, patrons will be assessed a fee of \$1.00 for a replacement.

Temporary cards will be issued to non-permanent patrons for a refundable fee of \$5.00.

Library cards will be issued to people of all ages.

Lost Books

Patrons will be charged current net replacement cost for a lost or irreparably damaged book. Charges will be assessed for a damaged but repairable book according to the extent of the damage, but not to exceed one-half of the replacement cost.

Borrower Privileges

All regularly circulated library materials may be borrowed for a four-week period. Material may be renewed if the item does not have holds. Fines will be assessed at the following rates:

Adult and Juvenile books and periodicals:
10 cents per day, per item

Books on tape or CD:
10 cents per day, per title

Maximum fine: \$2.50

Kindles
\$5 per day
Maximum fine: \$25

Movies in all formats are checked out for seven (7) days with one renewal. Fines are assessed at the following rates:

Movies in all formats:
10 cents per day, per title
Maximum fine: \$2.50

Non-circulating materials may be checked out overnight with special permission from the librarian in charge. On occasion, a collection of books will be placed on reserve for a group or class use, for a specified period of time, with a specified loan period, or in-library use only.

Borrower Restrictions

Any patrons who has \$10.00 or more in fines or fees cannot checkout any library materials until the fine is paid or some sort of agreement is reached with a librarian.

Interlibrary and Reciprocal Borrowing Cooperation

Interlibrary loan is the borrowing of material between libraries, no matter if those libraries share the same network.

Churchill County Library participates in Information Nevada and honors all Nevada library cards.

Adopted: October 25, 2012, revised and adopted February 28, 2013

