

Approved February 2024

Bronxville Public Library Borrowing Policies

Overdue Fines

The Bronxville Public Library (“BPL”) has permanently eliminated late fines for books, DVD’s, magazines, audiobooks, and CD’s which are overdue. Library users however, are still responsible for returning items and/or for paying the full cost for replacing any lost, damaged or missing items. A balance of over \$25.00 will result in the user's account being blocked until the balance has been paid in full. BPL accepts brand new replacement materials in lieu of lost items.

Late Fees

Daily late fees are charged for the following items:

Museum Passes: \$10 per day

Kindles: \$2 per day

Craft Kits & Ukuleles: \$2 per day

Loan Periods

Books	3 Weeks/1 renewal
New Adult Books	2 weeks/1 renewal
Express Books	7 days/No renewals
DVDs	7 days/1 renewal (series: 14 days)
Magazines	7 days/1 renewal
Audiobook and Music CDs	21 days/1 renewals
Kindles	14 days/No renewals
Craft Kits/Ukuleles	21 days/1 renewal
Museum Passes	3 days/no renewals

Renewals

Items checked out from BPL will renew once automatically if they are eligible for renewal on the day they are due. If your account is set to receive email notifications, you will receive a notice

when items are renewed. To change how you receive notifications, please call the Library at: 914-337-7680 or login to your account.

Items are eligible for renewal if:

- They have not been renewed before
- They are not being requested by other Library users
- They are not express items (ex. 7-day books)

You may also renew items:

- In-person at the Library
- By calling BPL at: 914-337-7680
- By logging in to your account
- By calling the automated voice system at: 914-674-4169

Returns

Items may be returned to the front book drop 24 hours a day. Items may be returned to the book drop on Library Lane when the library is closed. Museum Passes must be returned to the Reference Desk. Any pass returned in the book drop or to a different library will incur a \$10 fine.

Lost Materials

The Library charges users a fee for a lost item. An item is considered lost when a patron reports the item lost or when the item is more than 30 days overdue. The fee for a lost item is the original retail price of the item as recorded in the Library's circulation system.

If a lost CD is part of an audio book set the user is charged \$10.00 for the lost CD.

Requesting Materials

With your Bronxville Public Library card you can request items from any library in Westchester County and pick them up at the Bronxville Public Library.

You can search for items in the catalog. You can also call the Library at: 914-337-7680 to speak with a librarian.

Interlibrary Loan (ILL) Service

Books not available from the collections of the Westchester Library System may be borrowed from an outside library. Requests can be made at the Adult Reference Desk, by calling 914-337-7680, or online. Please be advised that ILL materials have a four-week loan period with no

renewals. The overdue fine is \$2.00 per day. Other ILL policies apply and are listed on the Westchester Library System website at: <https://www.westchesterlibraries.org/ill-services/>.