

Horicon Public Library

Fines Amnesty Policy

The Horicon Public Library strives to make the library accessible to all community members enriching lives through programs, materials, and services that empower, educate, and inspire. The Library also collaborates with other community organizations in a variety of ways. To facilitate this role, Horicon Public Library has implemented a Fine Amnesty Policy.

Periodically, the Library Director may establish a designated fine and fee amnesty time period during which Library staff may accept from participating cardholders a food or sundry item in lieu of overdue fines incurred at the Horicon Public Library. This policy excludes charges for services, lost or damaged items, or other Library-related fees and charges.

Collected items will be donated to governmental entities and other qualified charitable organizations serving the needs of individuals residing in the Library's service area.

Fines Amnesty Procedure

Donations of Non-perishable food items and sundries will be accepted at the circulation desk during the designated amnesty period. Each item is worth \$1 in fines incurred at the Horicon Public Library only. Fines incurred at other consortia member libraries are not eligible for this program. No other fees or charges are eligible for the program.

Donation criteria:

- No glass containers
- No open packages
- No repackaged items
- No items removed from packaging not intended for individual sale (i.e., single serve oatmeal bags)
- No expired Items

Exchanges of goods for fines should be entered into the database as a "voucher" payment method to track donations.

Pay It Forward – Patron donations in excess of fine will be recorded at the desk and applied to the next patron in line whose account has any outstanding local fines.

(Adopted 12/2017)