

## **AGENDA**

Tuesday, October 18, 2011  
4:00 pm at the Farmington Public Library  
Staff Conference Room

### FARMINGTON PUBLIC LIBRARY ADVISORY BOARD

- I. Call to Order**  
Dr. Thompson, President
- II. Amendments to and/or approval of the minutes of the previous meeting**
- III. Old Business**
- IV. New Business**
  - a. Interlibrary Loan Policy revision
  - b. Monthly stats/Monthly report
  - c. Board Resignation
  - d. Library Director's report
- V. Adjournment**  
Next meeting December 20, 2011

## **Interlibrary Loan Policy** **(\*Proposed)**

If the items you want are not available **at our library**, you may place an Interlibrary Loan request at any of the library's web catalogs, or from your home computer. Each user is limited to ten (10) requests per month.

To help defray postage, Farmington Public Library charges \$1.00 per request, payable when the item arrives. The lending library may impose additional charges, which you will be expected to pay. Please specify the maximum amount you are willing to pay where indicated on the request form.

Your request will be processed as it is submitted. Library staff will not hold requests or stagger their submission for you.

You will be notified when the item arrives. Items not picked up within seven (7) working days will be returned. Borrowed items are normally checked out for two weeks.

Overdue fines for interlibrary loan items are \$.25 a day. If an item you borrowed is lost, you are required to pay the cost of the item and any additional fees imposed by the lending library. If your request cannot be filled, you will be notified.