



DOWNTOWN LIBRARY
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NORTH PARTNER LIBRARY
10 VAN BUREN ST. | RAPID CITY, SD 57701 | 605.716.4098

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Date: May 13, 2019
To: Rapid City Public Library Board
From: Pat Jones, Policy Committee Chair
Re: Interlibrary Loan Policy

Date: May 7, 2019
To: Pat Jones, Policy Committee Chair
From: Sean Minkel, Assistant Library Director
Re: Interlibrary Loan Policy

Motion: Move to approve an update to the Interlibrary Loan Policy clarifying the differences between interlibrary loan within the Black Hills Library Consortium and other libraries.

Background: The Interlibrary Loan Policy describes how libraries temporarily share materials that may not be available for purchase locally or may not meet the selection criteria.

Sharing materials within the consortium has several advantages including convenience for patrons and staff, cost savings in time and materials, and it makes local resources more likely to be shared within the Black Hills area. Interlibrary loans outside of the consortium require packaging, shipping costs, and additional staff intervention to search and process requests. As a result of these differences, it is unnecessary to limit interlibrary loans within the consortium in the same manner.

Additionally, and by agreement with other consortium members, fines and fees are handled by each library according to their own policies.