



DOWNTOWN LIBRARY
610 QUINCY ST. | RAPID CITY, SD 57701 | 605.394.4171

RAPIDCITYLIBRARY.ORG



Date: February 14, 2022
To: RCPL Board of Trustees
From: Emily Tupa, Policy Committee Chair
Re: Registration Policy updates

Date: February 7, 2022
To: Emily Tupa, Policy Committee Chair
From: Terri Davis, Director
Re: Registration Policy updates

Motion: Move to approve updates to the Registration Policy as presented.

Background: The current Registration Policy allows for online registrations and non-resident accounts. Patrons registering online are essentially given temporary, limited access to print and digital library collections. Non-residents may also currently access print and digital collections, with that access to be valid for the duration of their non-resident account purchase.

It has come to our attention that allowing non-residents and temporary users to access our digital collections is likely a violation of the terms of our agreement with our largest eBook and digital services vendor. The contract with that vendor states:

'Online library card applications, with or without fees, which provide access, temporary or permanent, to the DLR Service to users who do not otherwise qualify as Authorized Patrons shall not be permitted ... "Authorized Patron(s)" shall mean those individuals who provide proof of residency, ownership of property, employment, or enrollment in school or similar institution in a Participating Library's service area ...'

Because the library's eBook and other digital collections are a popular and heavily used resource by city and county residents, that resource cannot be jeopardized by extending it to those who do not qualify for access. Therefore, we recommend that Online and Non-resident account information be updated to provide only print access to those individuals.

Another change adds a requirement for an authorized user to have a library account in good standing; this change will be consistent with the requirements for guarantors of children's accounts. All other changes are for clarity and brevity.