



DOWNTOWN LIBRARY
610 QUINCY ST. | RAPID CITY, SD 57701 | 605.394.6139

RAPIDCITYLIBRARY.ORG



Date: April 10, 2023
To: RCPL Board of Trustees
From: Timmi Bubac, Policy Committee Chair
Re: Interlibrary Loan Policy

Date: April 4, 2023
To: Timmi Bubac, Policy Committee Chair
From: Sean Minkel, Assistant Library Director
Re: Interlibrary Loan Policy

Motion: Move to approve changes to the Interlibrary Loan Policy as presented.

Background: The Interlibrary Loan Policy describes how Rapid City Public Library borrows and shares materials with libraries that are not part of the Black Hills Library Consortium. Typically, interlibrary loan is an option for filling a patron's request when materials are out of print or do not meet the Collection Development Policy for acquisition.

The changes to the policy include:

- Clarification that interlibrary loan is for print materials, as most libraries do not loan non-print materials
- The removal of a restriction on requesting material if the library owns the title in another format
 - As currently written, this restriction could have prevented requesting formats needed for accessibility due to a disability

All other changes are to simplify or clarify the language used.