



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

RAPIDCITYLIBRARY.ORG



Date: November 13, 2023
To: Rapid City Public Library Board
From: Terri Davis, Library Director
Re: Accounts purge

Motion: Move to waive outstanding fees of \$63,446 on old library accounts and purge those expired accounts.

Background: In previous years, the Library Board voted to waive fines and fees from expired accounts when they were deemed unrecoverable. The amount waived in 2005 was \$35,700; in 2017 it was \$70,341. And in early 2018, the amount waived was \$101,295.

Due to the high amount of loss from waived replacement fees, use of a library-specific collection service was begun in November 2018. The service was set up to collect on accounts owing \$50 or more for items more than 60 days overdue. In May 2019, the library retroactively sent accounts dating from January 2018-November 2018 to collection, in the hope of recovering those materials.

To date, the library has sent 2,109 accounts totaling \$452,614 for collection, with a recovery of \$190,837 in payment of lost items and fees, equaling a 42% rate of recovery.

The action requested here is to waive fees on 2,494 accounts owing \$50 or less and dating from 2012-2018. Given the passage of time, those accounts have been deemed unrecoverable; even if the overdue materials were returned, they would be dated and likely earmarked for weeding or replacement, if they have not already been replaced. In addition, there are fees due on 22 accounts for patrons who are deceased. While the deceased patrons' accounts owe more than \$50 (one owes \$1,375), these materials or costs are not recoverable.

There are 1,716 additional accounts dating from 2012 to September 2023 with more than \$50 owed per account or that are fairly recent and possibly recoverable; the total owed on these remaining accounts is \$249,386:

- Accounts owing \$1,000 - \$4,000: 10
- Accounts owing \$600 - \$999: 28
- Accounts owing \$200 - \$599: 321
- Accounts owing \$51 - \$199: 1,357

Of these remaining accounts, 167 have been submitted to collections, per policy; these have an outstanding valuation of \$57,157. The remaining accounts are being assessed to determine if they can be collected on, will remain on file for a period of time, or will be considered unrecoverable.