



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

[RAPIDCITYLIBRARY.ORG](http://RAPIDCITYLIBRARY.ORG)



Date: March 11, 2024  
To: Rapid City Public Library Board  
From: Sean Minkel, Assistant Library Director  
Re: Lending and Fees Policy

**Motion:** Move to approve updates to the Lending and Fees Policy as presented.

**Background:** The Lending and Fees Policy outlines timeframes for loans and renewals and fees for overdue fines, lost material charges and other fees such as copying and makerspace fabrications.

The only change to the policy is the inclusion of information on refunds for paid library accounts. Specifically, they are eligible for a refund if they're able to provide at least 180 days of proof of residence for the same period of time for which they paid. Previously, the refund information for library accounts was part of the Registration Policy, but was inadvertently omitted during the most recent update. It has been moved to the Lending and Fees Policy so that all refund information is in one location.