

Reciprocal Borrowing Privileges Policy

In accordance with the State's Minimum Standard for Public Library Service (Massachusetts General Laws, Ch. 78, Section 19B 1 & 6) the Athol Public Library extends reciprocal borrowing privileges to the residents of the Commonwealth who reside in towns who also meet the standards.

Such reciprocity is not possible when a library ceases to provide services or reduces its hours below a reasonable level for the size of the community it serves.

It is therefore the policy of the Athol Public Library to discontinue borrowing privileges to residents of communities who terminate library service or reduce hours of opening to below a reasonable level for the size of that community as determined by the Massachusetts Board of Library Commissioners, except when such action is taken for a cause beyond the community's control such as fire and other natural disasters.

The Library Board of Trustees, the Selectmen, and individuals from the affected community who are registered borrowers of the Athol Public Library, will be notified in writing by the Athol Public Library Board of Trustees whenever the Board votes to implement the above policy. (Sample letters for such action are included with this policy.)

The Athol Public Library Board of Trustees agrees to provide reinstatement of borrowing privileges to all affected borrowers once a library is recertified.

First reading 2/21/07

Second reading 3/21/07

Approved by the Board

**ATHOL PUBLIC LIBRARY
RECIPROCAL BORROWING PRIVILEGES POLICY
-SAMPLE LETTERS-**

1.) to Library Trustees, Town Council, Board of Selectmen

Dear _____,

We, the Trustees of the Athol Public Library, support the reciprocity of borrowing privileges among fellow residents of the Commonwealth of Massachusetts. Unfortunately, this reciprocity is thrown off balance when a community's library service does not meet the *State's Minimum Standard for Public Library Service* (Massachusetts General laws, Ch. 78, Section 19B 1 & 6).

It is our understanding that [reference to specific situation].

Therefore, in accordance with our current policy, copy enclosed, we must inform you that as of [date] the Athol Public Library will be denying [community's] residents borrowing privileges.

Our hope is that your community will soon be able to meet the state's standards. We look forward to the re-instatement of your local as well as reciprocal library services when you restore the *Minimum Standard for Public Library Service*. Please let us know of any such positive action.

Sincerely yours,

_____, Chair

Athol Public Library Board of Trustees

cc. [other community people, ie. Library Director]

Rob Maier, Director, Mass. Board of Library Commissioners

2.) to individual borrowers

Dear _____,

We, the Trustees of the Athol Public Library, support the reciprocity of borrowing privileges among fellow residents of the Commonwealth of Massachusetts. Unfortunately, this reciprocity is thrown off balance when a community's library service does not meet the *State's Minimum Standard for Public Library Service* (Massachusetts General Laws, Ch,78, Section 19B 1&6).

It is our understanding that [reference to specific situation].

Therefore, in accordance with our current policy to discontinue borrowing privileges to residents of communities which do not meet this Minimum Standard, you will be unable to use the Athol Public Library until such time as this situation is rectified.

Our sincere hope is that your community will soon be able to meet the state's standard. We look forward to re-instating your borrowing privileges as soon as your library is re-certified. Please let us know of any such positive action.

Sincerely yours,

_____, Chair

Athol Public Library Board of Trustees

cc. [community officials, ie. Selectmen, Library Director]

Rob Maier, Director, Board of Library Commissioners