

Library Card Policy

Missouri River Regional Library issues free library cards to residents of Cole and Osage county and to those who own property in Cole or Osage county but reside elsewhere.

The Library may issue a free reciprocal card to patrons from tax supported library districts in the surrounding area. Library staff can issue special classes of cards for temporary residents. All other patrons may purchase a library card for an annual fee.

The library staff sets reasonable rules for the issuance of library cards and conditions for their use.

Approved August 21, 2018

Regulations:

A valid Missouri River Regional Library card is required for borrowing materials and using the computer center, wireless or digital resources. Library cards expire every two years.

Persons 18 years and older must provide proof of current physical address and a photo ID in order to obtain a library card. Proof of address may include but is not limited to a valid driver's license, voter registration card, personal check, or utility bill. If a patron does not have proof of current physical address, a postcard will be mailed to the applicant who may then return with the postcard to receive a library card.

As a parent or guardian, you are responsible for what your child reads, and for materials checked out on your child's library card. Parents or guardians grant access to library materials at the time of library card application. It is the parent or guardian's responsibility to monitor a child's selection of materials. Separate collections are available for children and teens, but it is not the responsibility of the library, its Board of Trustees, staff, or volunteers to determine which collection they should use or what item in the collections is suitable for an individual child. Being a library card holder is a good opportunity for your child to learn about responsibility; how to choose what to read, making sure library materials are returned on time, and paying fines when materials are overdue.

Interlibrary loan, MOBIUS, and Hoopla are available only to Cole and Osage County residents, non-resident taxpayers and fee-paying non-resident cardholders. These services are not available to reciprocal card holders.

The card holder is responsible for all materials borrowed on their card. Acceptance of a library card assumes that patrons will be responsible for fines and charges for lost or damaged items checked out with their card. Fines are accrued at 20 cents per day, per item, with a maximum fine of \$5 per item. The Library may use a collection agency for fees over \$25. Lost or stolen cards should be reported to library staff immediately. Replacement cards are available for a fee.

Procedures

Non-residents owning property in Cole or Osage county may receive a resident library card upon presentation of a paid property tax bill.

Residents of the following counties may receive a reciprocal library card upon presentation of identification and proof of address as outlined above: Audrain, Boone, Callaway, Franklin, Gasconade, Maries, Miller, Moniteau, and Warren.

The above counties are served by these library systems:

- Daniel Boone Regional Library
- Mexico-Audrain County Library
- Scenic Regional Library
- Heartland Regional Library
- Price James Memorial Library
- Moniteau County Library

Persons residing outside the Library's service area and not in the counties eligible for a reciprocal library card may purchase a non-resident card for an annual fee. The fee will be based on the average tax contribution of Missouri River Regional Library residents and may change accordingly each year. Payment of the annual fee entitles all family members residing at the same address to receive a non-resident card.

Students attending local colleges may receive a library card with a current student ID.

Temporary residents may receive a library card for the duration of their stay at the discretion of the library staff.

Patrons residing at temporary shelters may obtain a limited library card. Limited library cards provide full access to the Library's digital resources, Public Computer Center, and wireless. These card holders are limited to checking out two items at a time and cannot place MOBIUS or Interlibrary loan requests.

Access to collections, Library-sponsored programs and reference services are available to the public without a card.

Checkout Limits

Physical items

- 50 items per card
 - 2 video games
 - 2 tablets
 - 2 walk-in best sellers
 - 1 hotspot
 - 1 kit

Digital Items

- Hoopla: 6 per month
- Overdrive: 7 per month
- Kanopy: 10 per month