

# NORELIUS COMMUNITY LIBRARY

## AUDIO-VISUAL POLICY

1. Audio-Visual Media Collection
  - A. The DVD player, and other audio-visual equipment are available for use in house. Patrons using the equipment should know how to operate the equipment.
  - B. Audio-Visual equipment may be reserved in advance.
  - C. Patrons are responsible for loss, theft, or any damage to audio-visual equipment or media.
  - D. Damage to audio-visual equipment-Actual cost of repairs (minimum \$10.00).
  - E. The Library staff reserves the right of priority use of audio-visual equipment and media.
  
2. Audio-Visual Media Collection
  - A. Featured Films: Feature film DVDs are used primarily for recreation by customers in their homes. Generally, these titles do not have public performance rights, which prevent their use by social groups. Teachers may use them in the classroom if they are part of a one on one teaching exercise. Featured titles are varied, spanning each of the movie genres-drama, comedy, family, adventure, horror, science fiction, western and musical comedy.
  - B. The library will offer a feature film collection for the purpose of giving patrons a broad selection of many of the American Film Institute and the Library of Congress National Film Registry list of titles.
  - C. Gift DVDs are considered on an individual basis.
  
3. Audio-visual Media Circulation
  - A. Audio-visual media are available to all borrowers who have a Library card and are available on first-come, first-served basis only. They may be selected from a self-service display. No more than three (3) DVDs may be borrowed per household at any one time.
  - B. All Juvenile patrons (under 16 years of age) may borrow DVDs with a valid Library card. This covers ALL DVDs regardless of rating, including those rated G through R by the MPAA, and those not rated by the MPAA. However, a parent or legal guardian of a minor child may sign a form to restrict specified audio-visual materials to said minor. (See Appendix)  
Fees: No fees will be charged for the use of DVDs.
  
4. Fee/Over Due Fines
  - A. There are no fees or fines for overdue materials at this facility.
  - B. Lost or damaged materials will be billed to the borrower at current replacement cost.
  - C. Damage to audio-visual media-Actual cost of repairs or replacement.
  - D. Audio-Visual media may not be returned through the book drop. Any damages resulting from improperly returned A-V materials will be charged to the borrower.
  
5. DVD players are available in the meeting rooms for use with room reservations.

Approved July 23, 2024