

WESTERLY LIBRARY & WILCOX PARK Non-Traditional Materials Borrowing Policy

Westerly Library & Wilcox Park (Library) provides three distinct collections of non-traditional library items, a Library of Things (“Thing”), Adults, Teens, & Kids, that complement its mission to strengthen community and enrich lives by stimulating intellect and sparking imagination through access to literature, information, technology, nature, and the arts. Items are purchased and maintained in accordance with its Materials Selection Policy.

Patrons who borrow a “Thing” agree to abide by this policy. Signing a copy of the policy indicates the patron’s agreement with the policy for all current and future borrowing. Agreement to this policy will be noted on patron’s account.

Lending Criteria

- Eligibility
 - Full Access OSL Card with no fines or overdue items
- Age Requirement
 - Cardholders 18 years old or older - any Library of Things Collection
 - Cardholders, ages 13-17, Teen Collection only
- Holds
 - Museum passes - call to reserve 24 hours ahead
 - No holds allowed on any other “Thing”
- Loan period
 - 1 week for “Things”
 - 3 days for museum passes
 - Otherwise noted
- Borrowing Limits
 - Cardholders 18 years or older
 - 1 per family/household: museum passes & backpacks
 - 1 per patron/household: hotspots
 - 2 per patron: other “Things”
 - Cardholders ages 13-17
 - 1 “Thing”
- Renewals
 - None
- Late Charge
 - \$1.00 per day
- Return All items must be returned inside the library, or the patron may be subject to temporary borrowing restrictions.

Patron Responsibility

- Not all “Things” may be suitable for all members of the community. Responsibility for a child’s use of “Thing” lies with the parent or guardian.

- The “Thing” may only be used in compliance with the “Things” directions and manufacturer’s guidelines. Patrons shall not make any modifications or alterations to the “Thing”.
- While staff can provide a basic overview of “Things,” by borrowing the item, the patron is certifying that they can use them in a safe and appropriate manner.
- Once a library item is checked out to the cardholder, it becomes the patron’s responsibility. They are responsible for damage, loss, theft, or changes in condition. For more information, see our Lost or Damaged Materials Policy.
- All “Things” must be returned clean and in the same condition as they were issued, considering normal wear and tear. Any personal data on a loaned item should be removed prior to their return.
- The Library reserves the right to refuse service to patrons who abuse equipment, or repeatedly return materials past the due date. The Library is not responsible for any liability, damages or expense resulting from use or misuse of loaned materials.
- Once a backpack or hot spot is returned, no person in the same household may check out the same type of item for 48 hours.

Approved by the Board of Trustees on October 15, 2024

Updated & Approved on January 20, 2026

I understand and agree with these rules of use. By signing this agreement, I accept the above loan policy and am stating that I am responsible for returning this equipment to the Library in good working condition and free from damage.

Name _____

Date _____

Signature _____

Staff Initials: _____

