

The Library of Things is a collection of non-traditional library items that complements Kendall Young Library’s mission to ignite curiosity, facilitate lifelong learning, and connect our community.

Types of Materials Included in Collection

The purpose of the Library of Things is to provide diverse opportunities for learning and engagement. To further this goal, the Library of Things may include:

Art & Craft	Kitchen	Party Supplies
Assistive Technology	Making	Science
Health	Musical Instruments	Toys & Games
Home Improvement	Outdoor Recreation	Yard & Garden

The Library of Things is not intended to be comprehensive, and the Library is limited by a finite amount of storage space and funds for these items.

Things may be located in the Children’s Library or as part of the Adult services area based on the intended use and safety requirements of the Thing.

Procurement of Materials

The library staff will select materials for the Library of Things based on the needs and interests of library patrons. The Library welcomes input from the community concerning the collection. A suggestion for purchase procedure enables users to request that a particular item or subject be purchased by the library. All suggestions for purchase are evaluated using the same selections criteria as for other materials and are not automatically added to the collection.

Not all library materials may be suitable for all members of the community. Responsibility for a child’s use of library materials, regardless of format or content, lies with the parent or guardian, not with the library.

Evaluation of Collections

The Library will use circulation data and community suggestions to guide future selections for the Library of Things collection. Items that are not popular and do not circulate will be withdrawn from library collections according to the Collection Maintenance portion of the Collection Development Policy.

Library's Use of Things

The Library reserves the right to take a Thing out of circulation temporarily to use for library purposes (workshops, demonstrations, or other programs), or to repair a damaged item.

Due to the nature of the items contained in the Library of Things, these items are not available for Interlibrary Loan.

Exceptions to this policy can be made by the Director.

Parent Name: _____

Library of Things Borrower's Agreement Policy Kendall Young Library

1. Patrons must be age 18 or over to borrow Things from the Kendall Young Library's Library of Things ("Things"). A child may borrow Things if their parent is present and has signed the Library of Things Borrower's Agreement policy.
2. Prior to borrowing Things, all Patrons must sign this Borrower's Agreement.
3. A valid Government issued ID with picture and current address must be presented at checkout. The address on the ID and in the library records must match.
4. By taking possession of any item, the Patron is certifying that he or she is capable of using that item in a safe and proper manner.
5. Borrowing is limited to one (1) Thing at a time per patron.
6. All Things borrowed are to be returned to the Library by close of business on their due date. **Things may only be returned during the Library's open hours, and may not be returned in the book drop.** A fee will be assessed to the patron if Things are returned in the drop box.
7. Things have a lending period of seven (7) days. Items cannot be renewed or have their time extended.
8. If the Thing is returned late, the Patron will be responsible for a late fee. This late fee will be assessed in accordance with the late fee schedule \$2.00/day (per day). Fines in excess of \$5.01 will prevent a patron from borrowing additional items.
9. The Library may replace severely delinquent (i.e. unreturned) Things, holding the Patron responsible for the full replacement cost. The Library reserves the right to use appropriate steps to retrieve delinquent tools and equipment or unpaid fines and fees.
10. Things may be reserved by KYL patrons in advance using the Library's online catalog. Patrons will be notified when reserved Things become available and have 3 days to pick them up. The Library reserves the right to make exceptions to this policy due to special circumstances.
11. Kendall Young Library is not responsible for any injury, loss, or damage that may occur from use of the Thing.

12. The Patron agrees that if any borrowed Thing becomes unsafe or in a state of disrepair, he or she must immediately discontinue use of the item and notify the Library of the issue on return, if not earlier.
13. All Things are to be returned clean, in the same (or better) condition as they were issued, barring normal wear and tear.
14. The Patron agrees to report any damages on the Thing to the Library immediately. Patron agrees to pay for the loss of or damage to any item they borrow. Patron also agrees to accept the Library's appraisal of the Thing's condition and to the Library's assessment of fair restitution for damage, dirtiness, delinquency, and/or partial or total loss of item. The restitution amount could equal the full replacement cost of the Thing.
15. It is the borrower's responsibility to protect Things against loss or damage.
16. Patrons who have not returned materials after 60 days will be subject to the Iowa theft law (section 714.5 of the *Code of Iowa*). The library will pursue all legal avenues to retrieve library materials, property and/or compensation for library materials and property that is overdue, lost, stolen or damaged. *Initial here.* _____
17. Delinquent accounts may also be referred to a collection agency.
Initial here. _____
18. The Library reserves the right to refuse the loan of any item at its discretion.

I state that I have read and fully understand Kendall Young Library' Library of Things Borrower's Agreement Policy, and I understand that failure to comply with any of these rules may result in revocation of my borrowing privileges and/or legal action against me.

Signature _____ Date: ____/____/____

Name (print): _____

Child's Name: _____ Child's Name: _____

Child's Name: _____ Child's Name: _____

Staff Initials: _____

The Library of Things policy was accepted by the Kendall Young Library Board of Trustees on 7/20/2020. Policy reviewed and approved: 11/16/2020, 04/19/2021.