



106 Washington Avenue, Oshkosh, Wisconsin 54901-4985

DATE: March 21, 2024

TO: Oshkosh Public Library Board of Trustees

FROM: Ruth Percey, Assistant Director for Public Services

RE: Fine and Fees Policy

Attached is an updated policy regarding library fines and fees.

The most significant change is the addition of a \$1/day fine, with a maximum of \$10, on WiFi hotspots that are returned late. While we already turn the data off within 24-48 hours past the due date, hotspots continue to be returned late or not at all. Given the wait list for this type of device, the goal is to further discourage patrons from keeping hotspots past the due date. It is my hope that by instituting a fine, in combination with requiring patrons to sign a Hotspot Loan Agreement form, we can significantly decrease the number of hotspots kept past their due date.

The other changes I've made to the Fine and Fees Policy are the inclusion of items we sell across the desk as part of our suite of business services.

"A Library in Every Life"