



## Legislation Details (With Text)

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**In control:** Library Board  
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**Title:** Approve Debt Write Off for 2020

**Sponsors:**

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**Attachments:** 1. 2020 Debt Write-Off Administrative Policy (002).pdf

Date	Ver.	Action By	Action	Result
12/2/2020	2	Library Board		

### Approve Debt Write Off for 2020

WHEREAS, the mission of Saint Paul Public Library is to welcome all people to connect, learn, discover, and grow; and

WHEREAS, the Library's collection of materials is a shared community resource available to be borrowed by all who have a Saint Paul library card and comply with the Library's user agreements; and

WHEREAS, borrowers who lose or damage items are assessed fees to cover the cost of those items; and

WHEREAS, the Saint Paul Public Library Agency has adopted a policy on removing uncollectible debts from the Library system to ensure that the Library catalog can remain up to date; and

WHEREAS, the policy acknowledges that the Library makes great efforts to encourage prompt return of materials, and that when telephone, electronic, and mailed reminders are ineffective, that fees greater than \$30 are turned over to a collection agency; and

WHEREAS, accounts are locked and patron borrowing privileges are suspended when over \$10 in charges are accumulated; and

WHEREAS, when collection efforts are unsuccessful on the accounts with fines in excess of \$30 the staff time required to do any further collection would in most cases exceed the amount of debt; and

WHEREAS, debts over \$300 that remain after the Library's collection efforts will be entered into the City's Accounts Receivable system and pursued via the Office of Financial Services' collection efforts ; and

WHEREAS, Library staff will regularly assess the effectiveness of the department's administrative policies and procedures to ensure free-flowing exchange of ideas, information, and education along with stewardship of our community's collection of materials;

WHEREAS, the Saint Paul Public Library staff have reviewed all patron records as of December 31, 2020 and has determined a list of accounts with debts which are over two years old which it believes cannot reasonably be recovered; now, therefore, be it

RESOLVED, that the Saint Paul Public Library Board authorizes the forgiveness of all debts older than two year's old on patron accounts.