

SECTION 1 — BYLAWS & MEMBERSHIP

1.1 Bylaws of the City of Grande Prairie Library Board

The City of Grande Prairie Library Board enacts the following bylaws pursuant to the *Libraries Act*, R.S.A. Chapter L-11, 2000.

Interpretation

- a) For the purposes of this bylaw the expression:
 - i. "Act" refers to the *Libraries Act*, R.S.A., Chapter L-11, 2000.
 - ii. "Board" means the City of Grande Prairie Library Board.
 - iii. "Borrower" means the person to whom a library membership has been issued.
 - iv. "Library" means the Grande Prairie Public Library.
 - v. "Library materials" includes items purchased or borrowed by GPPL, such as books, magazines, audiovisual materials, video games, toys, physical objects, and kits.

Admittance to/Conduct in the Library and on the Grounds

- a) The portion of any building used for public library purposes is open to any member of the public free of charge during the hours of operation as set out by the City of Grande Prairie Library Board.
- b) Fees for the use of Library space not normally used for Library purposes are set out in Schedule A.
- c) No person using the Library shall:
 - i. Violate the Library's Rules of Conduct.
 - ii. Remove any Library item from the Library unless the item has been checked out in accordance with the procedures established for borrowing Library materials.
 - iii. Enter or remain in the Library except during the Library's hours of operation.
 - iv. Solicit others for personal, commercial, religious, or political purposes.
- d) Persons entering the Library must abide by any measures put in place to protect the health and safety of Library users and staff.
- e) Persons who do not conduct themselves in accordance with item (c) or item (d) shall be asked to discontinue their actions. If the action continues or the severity of the action warrants it, security staff will direct the person to leave the premises. Should the situation warrant it, security staff may seek outside assistance.

Membership Eligibility

- a) Anyone is eligible to apply for a Library membership in accordance with Schedule B.

Member Responsibilities

- a) A Library membership may only be used by the person to whom it is issued, the parent or guardian of the person to whom it is issued, or a designate.
- b) A member shall notify the Library of any changes to address, email, and/or telephone number.
- c) A member is responsible for the Library materials borrowed.
- d) A member is responsible for returning Library materials to the Library on or before the due date as set out in Schedule C.

Loaning Materials

- a) In accordance with the *Libraries Act* s.36 (3), there shall be no charge for the use of Library materials. This includes materials used in the Library or materials loaned.
- b) The loan periods for various materials are set out in Schedule C.
- c) Library materials may be reserved in accordance with policy established by the Library.
- d) Library materials may be renewed in accordance with policy established by the Library.
 - i. In the case of a due date falling on a day when the Library is closed to the public, the due date shall be extended to the next open day.

Penalty Provisions

- a) Replacement charges for damaged or lost materials are as set out in Schedule D.
- b) The circumstances resulting in suspension of borrowing privileges are as set out in Schedule D.

Penalties

- a) In cases of serious dereliction, the City of Grande Prairie Library Board may prosecute an offense under the *Libraries Act*, s.41. Such an offense is punishable under the *Libraries Act*, s.41. The range of penalties applying on conviction for such an offense is set out in Schedule D.
- b) Any fine or penalty imposed pursuant to an offense under 6 (4) inures to the benefit of the City of Grande Prairie Library Board in accordance with the *Libraries Act*, s.42.

Adopted this 8 day of October, 2024

Deb Normington

Chair

Schedule A - Room Rental Fees (excluding GST)

Room	Non-Profit Rates	Standard
Rotary Training Room	\$25.00 per hour \$175.00 per day	\$45.00 per hour \$315.00 per day
Rotary Community Room	\$30.00 per hour \$210.00 per day	\$50.00 per hour \$350.00 per day
Willie Janssen Discover Room	\$25.00 per hour \$175.00 per day	\$45.00 per hour \$315.00 per day

Schedule B - Membership Categories

Resident – Lives in the City of Grande Prairie, County of Grande Prairie, MD of Greenview, or in an area served by the Peace Library System.

- No membership fee

Non-Resident – Lives outside the City of Grande Prairie, County of Grande Prairie, MD of Greenview, or an area served by the Peace Library System.

- \$20 for a 6-month membership

Temporary Cards – Applicant lives outside the City of Grande Prairie, County of Grande Prairie, MD of Greenview, or in an area served by the Peace Library System.

- Free, but with limited borrowing privileges

Enhanced Card – Lives in the City of Grande Prairie, County of Grande Prairie, MD of Greenview, or an area served by the Peace Library System

- Free, but with borrowing privileges limited to e-resources

The Alberta Library (TAL) or ME Libraries Cardholders - These users may borrow materials with no additional membership fee with a valid TAL or Me Libraries membership.

Schedule C - Loan Periods for Library Materials

Books	3 weeks
DVDs and Video Games	3 weeks
Audiobooks	3 weeks
Toys	3 weeks

Book Club Kits	3 weeks
Lucky Day Collection	1 week
Magazines	1 week
Library of Things	1 week

Materials in high demand may be subject to shorter borrowing periods.

All Library materials may be renewed no more than twice - to a maximum loan period of 9 weeks (excluding the Lucky Day collection).

Schedule D - Penalty Provisions

Materials belonging to the Lucky Day Loan collection will incur a \$1.00 per day late fee to a maximum equal to the replacement cost of the item.

Replacement charges

- Library materials
 - The borrower is charged the replacement cost listed in the item record.
 - If the replacement cost is not listed, the following default charges apply:

Adult Book (hardcover)	\$25.00
Juvenile Book (hardcover)	\$20.00
Paperback	\$15.00
Mass Market Paperback	\$10.00
DVD	\$25.00
Video Game	\$75.00
Audiobook	\$50.00
Toy	\$25.00
Toy Bag	\$7.00
Library of Things Bag	\$10.00
Binge Bag	\$50.00
Book Club Kit	\$150.00

Library materials not returned after three loan periods will be considered lost and will be charged a replacement cost.

Suspension

- An item is considered “lost” after a borrower is issued a billing notice.
- Borrowing privileges may be suspended at the discretion of Library staff when replacement charges for lost items exceed \$50.00.

Schedule E - Other fees

Printing/Photocopying B&W	\$.25 per page
Printing/Photocopying Colour	\$.50 per page
Faxing	\$.25 per page

Exam proctoring*	Scheduled Exams - \$30.00 per exam
	Exams by Appointment - \$30.00 per hour based on time used

*includes printing and regular postage if required

All fees in this schedule include GST.