



Minerva Free Library
116 Miller Street
Sherman, NY 14781
Phone: 716-761-6378
Circulation Policy

Anyone four years of age, (up to 17 years of age with parent's consent), and older may request a library card and borrow materials with their card. All borrowers must have card on file. (Our files must show current address and phone number.)

Unless otherwise stated a circulation period is two weeks for books, including audio books. Magazines and videos circulate for one week.

Materials may be renewed for an additional one or two week period, unless on reserve.

Reference circulation does not circulate except at discretion of the director and then only overnight.

All overdue books, periodicals, and audio books will be fined at a rate of 15 cents a day/per book, periodical and audio book. Videos at 50 cents a day/per video with a maximum of \$5.00 per item. Staff discretion is allowed, as the most important goal is recovery of the overdue materials.

If, at the end of the two weeks from the first date of the fine, the item (s) is not returned, all borrowing privileges will be suspended this will be in effect until all materials are returned.

Automated phone calls through the system will be made to patrons with overdue materials. Followed by a bill for the replacement cost of each item.

All fines must be paid up to date before any new materials can be taken from the library.

Overdue items deposited in the night drop box will be subject to fines.

All materials placed in book drop are backdated to last day library was open for return item/

Patron will be charged up to replacement value for lost or damaged items.

Library Hours:

Monday 10:00 a.m.-4:00 p.m.

Tuesday 4:00-8:00 p.m.

Thursday 9:00 a.m.-4:00 p.m. & 6:00-8:00 p.m.

Saturday 9:00 a.m.-12:00 p.m.

Board of Directors- Sherman Minerva Free Library

Board Approved 3/12/2024

The Minerva Free Library reserves the right to modify this policy at any time.