



APPLETON PUBLIC LIBRARY
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TO: Colleen Rortvedt and Appleton Public Library Board of Trustees

FROM: Adriana McCleer and Ann Cooksey, Community Partnerships and Children's Services

DATE: April 10, 2019

SUBJECT: Approval for Children/Teen Summer Library Program Participants' Fines to be Waived.

Our goal is to increase access to reading materials over the summer for children/teens whose access might be reduced due to fines. Secondary goals include providing an incentive for Summer Library Program signup and encouraging children/teens to use library materials during the summer months.

We request approval to waive fines (not bills) for children/teens who register for the Summer Library Program.

Upon registration, children 0-17 will be given a coupon to take to a service desk. Any staff member will be able to waive their fines. Staff will write the amount of fines waived on the coupon and save it so we can estimate the total amount of fines waived at the end of the summer. Coupons will be made with care to avoid duplication, and they will have an expiration date.