



Getting back to the monthly policy review, this month I would like to discuss our Policy on Special Loan Period, adopted on January 15, 1996. The policy is on our web site at: [https://www.BranchDistrictLibrary.org/pdf/policies/policy\\_on\\_special\\_loan\\_period.pdf](https://www.BranchDistrictLibrary.org/pdf/policies/policy_on_special_loan_period.pdf).

The entirety of the policy is:

“In special cases such as classroom projects, the loan period may be extended up to six weeks with the consent of the Branch Manager or the Library Director.

The number of items loaned will be limited based on the availability of items on the subject.”

We would like to offer our teachers a longer loan period of 60 days for checking out materials for their classrooms, and request that the policy be updated to this maximum. Rescinding the policy entirely so that such loan terms can be made at the discretion of the Director would also be acceptable.

Submitted by John Rucker