

# 2022 ARPA Library Project Funding Request



## 2022 ARPA Library Project Request for Town of Pittsford Board

Request approved by the Library Board of Trustees on February 9, 2022

**Total Request: \$170,000**

- 1. Overdue Fine Elimination Funding for Children's and Teen Materials**

Funding for 2-year pilot program to eliminate overdue fines for children's and teen materials. Initiative encourages families to use the library during tough economic times, supports commitment to literacy and education, and ensures equitable access to vital resources and services. Reduces the inequitable impact of overdue fines that disproportionately affect vulnerable patrons.

**Project Total: \$30,000**
- 2. Self-Checkout Kiosk**

Use of self-checkout kiosks on the library's first floor has increased to 18% of our in-library circulation since the library's reopening in 2020. Contactless checkout options allow patrons to safely and quickly checkout the materials they need. Project includes purchase and installation of one kiosk for the library's second floor.

**Project Total: \$6,000**
- 3. Mondopad Interactive Touch Screen Displays with stands for Learning Center and Fisher Meeting Room**

Purchase and install in the Learning Center and Fisher Meeting Room all-in-one touchscreen collaboration systems for efficient face-to-face collaboration. Mondopad touch screen displays support video conferencing, casting, and whiteboard collaboration.

**Project Total: \$16,000**
- 4. eCommons & Learning Center Configuration Update**

Update the public computer and Learning Center configuration to better accommodate current technology, user, and social spacing needs.

**Project Total: \$41,500**
- 5. Collection Diversity Audit**

PCL's Collection Development Policy lists the criteria used for selecting materials and managing its collections. The criteria for selecting materials include contribution to the diversity and scope of the collection, representation of diverse points of view and materials that meet the needs of library users, including those with disabilities. Collection development analysis tools are available to analyze collection diversity and ensure the library is meeting its collection goals. Funding covers the cost of a 12-month subscription with quarterly data updates of PCL's adult, teen, and children's print collections.

**Project Total: \$4,500**
- 6. Building Maintenance Deferred due to COVID-19**
  - Replace Window Glaze in Teen Place - \$2,900
  - Replacement of 1 HVAC Unit - \$26,500
  - Install Clear Gel Class in 2<sup>nd</sup> Floor Atrium - \$10,500
  - Replace Blinds in Fisher Room - \$3,900
  - Replace Fisher Room Doors - \$4,500
  - Repair Roof Membrane - \$6,500
  - Replace Fire Alarm Panel - \$5,200

**Project Total: \$60,000**
- 7. More Outdoor Seating/Bike Rack/Landscape Improvements**

Use of the area in front of the Library currently with lawn and benches has increased significantly in the last few years, and may have accelerated due to COVID and people wanting to be outdoors. The heavy traffic has led to damaged grass and muddy areas. The Library proposes updated landscaping for this area including pavers for the most heavily trafficked portions, re-seeding, additional plantings, an additional bike rack, and more seating.

**Project Total: \$12,000**

# Fine Free Libraries

In MCLS:

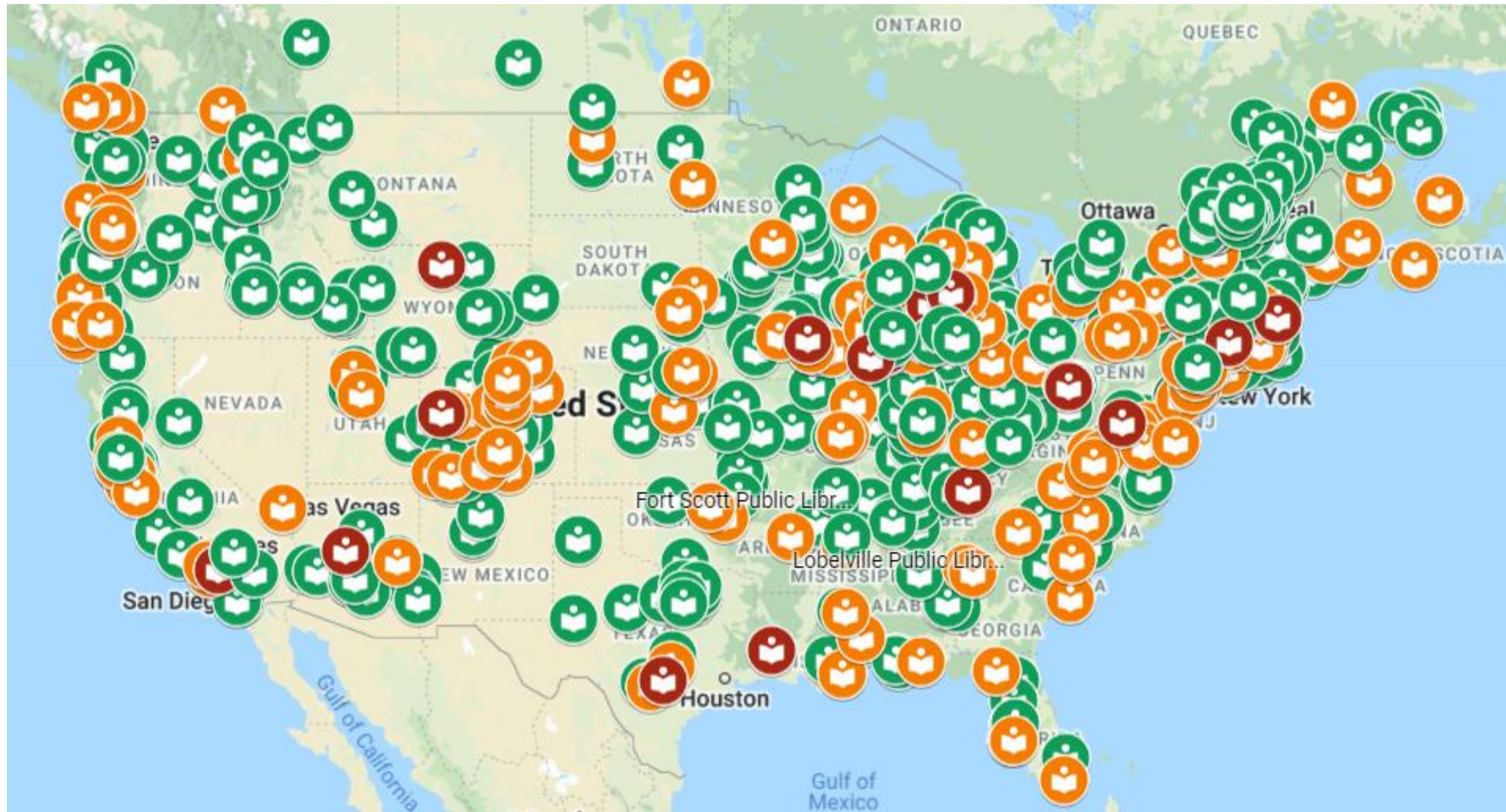
2017 Rochester eliminates fines for J/YA materials

2019 Fairport implements a pilot program to eliminate fines for J/YA materials

2019 & 2020 MCLS Director's Council discusses implementing auto-renewals system-wide

2021 Irondequoit implements a 2 year pilot program to eliminate fines for J/YA materials

2021 Parma eliminates overdue fines on J/YA materials



-  **Fine Free Libraries**
-  **Partially Fine Free**
-  **In Process of Going Fine Free**

<https://endlibraryfines.info/fine-free-library-map/>

- **Increase patron access to materials & services:**  
Overdue fines act as a barrier to access. They can lead to account suspension and dissuade some individuals from borrowing.
- **Reduce the inequitable impact of overdue fines:**  
Many library users face fines, but for those without disposable income they are hard to pay off.
- **Improve patron relationships with the library:**  
The existence of overdue fines, and the fine payment transaction itself, is likely the most negative aspect of a patron's relationship with their library.
- **Optimize staff time and increase efficiency:**  
Collecting overdue fines can be time consuming, lead to extended conflicts with patrons, and reduces staff time for other public service tasks.
- **Research shows overdue fines do not ensure borrowed materials end up back on shelves:**  
Libraries that have gone fine free have not experienced an increase in late returns.

# Why are libraries eliminating overdue fines?

from "Long Overdue: Eliminating Fines on Overdue Materials to Improve Access to the San Francisco Public Library" (2019)

# Overdue Fines vs. Replacement Costs

- Most items at the Pittsford Community Library have a 3-week checkout with 2 renewals
- Miss any renewal date and you can be fined \$0.35/day until you renew or return

Scenario: A family with 3 kids visits PCL. Each child takes out 10 items. Life happens. If the books are even ONE day overdue, fines accumulate:  $\$0.35 \times 30 = \$10.50$ . If the books are TWO days overdue, that doubles to **\$21** and the **account is blocked** until the fines are paid.

PCL will still bill for replacement costs for items not returned and lost items.

We are only discussing overdue fines.

# What is the impact of J/YA overdue fines on our patrons?

## FINANCIAL

The average total fine owed for Pittsford J/YA materials throughout MCLS is **\$7.00\***. This total does not include fines on materials from other libraries or for adult items.

Of accounts with fines for Pittsford J/YA materials, **15% are currently blocked** with fines exceeding \$20.00.\*

\*Data calculated June 2021

## COMMUNITY

Fines on J/YA materials accumulate quickly because families tend to check out more items.

Parents are less likely to bring their kids to the library to check out materials once they have a bad experience with overdue fines.

Kids whose families need the library then have less reading material at home, which means they read less resulting in measurably less growth in areas like vocabulary, comprehension, and fluency.

# Central Question

Are J/YA overdue fines consistent with the vision and mission of PCL?

- To serve the public with information and knowledge
- To connect our community with resources
- To support literacy and lifelong learning equitably for all
  - About 21% of fines on Pittsford J/YA items are paid at other member libraries

Our brand promise: to be welcoming, to be knowledgeable, to be compassionate, to be engaging, and to be fun.

- To encourage families that are worried about fines to use the library.
- To improve patron experiences.
- To support literacy and education.
- To ensure equitable access to PCL's children's and teen materials for patrons throughout the MCLS.
- To demonstrate that we are doing what we can to support families during tough economic times.
- To realize our community promise and demonstrate our values.
- To help lead equity initiatives in MCLS.

**Why the PCL  
Board of Trustees  
supports  
removing overdue  
fines on  
PCL's children's  
and teen  
materials**

# How we start

- **Implement a 2-year pilot program to eliminate overdue fines on children's and teen materials from the PCL collection.**
  - Overdue fine elimination will be tied directly to materials owned by PCL, no matter where they are checked out or returned. Materials checked out or returned to PCL, but owned by other libraries, will still accrue fines.
  - Patrons will still be responsible for lost or damaged children and teen materials.
  - We will continue to contact patrons before their accounts go to collection (UMS).
- **Monitor three key areas of the pilot:**
  - Impact on revenue
  - Impact on core statistics: circulation, door count, active resident accounts, average length of time an item circulates, etc
  - Impact on patron and staff experiences



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Questions?

