

## **The Palisades Free Library Video Game Collection Development Policy & Procedure**

### Collection Development Policy for Video Games

The Palisades Free Library offers video games for circulation to its patrons to serve the community's gaming needs.

1. Games will be offered in a variety of formats to fit current gaming systems.
2. The library will purchase according to ERSB Ratings; specifically E (Everyone), E10+ (Everyone 10 and older), T (Teen) and M (Mature).
3. Materials in the collection will be selected at the discretion of the Director and/or designated Library Staff.
4. Suggestions are welcome and encouraged with the goal of expanding the collection to service the community's needs.

### Policies

1. Games may only be checked out and returned to the Palisades Free Library.
2. New games may be checked out for a period of 7 days and cannot be renewed. Videogames are considered "new" for three months. A maximum of one new video game may be checked out by a patron. No holds may be placed on new video games.
3. Older video games may be checked out for 7 days and can be renewed twice. A maximum of two videogames may be checked out by a patron. Local holds may be placed on older video games.
4. The daily fine for overdue video games is \$1.00 per day. The maximum fine for overdue video games is \$10.00 per game.
5. Replacement cost for lost videogames is the cost of a new item.
6. Video games may not be returned in the book drop but may be returned in the media drop.
7. Parents are responsible for enforcing the ERSB ratings on video games for age appropriate gaming. Parents are the only individuals who may restrict their child's access to library materials and services. Parents who would rather their children did not have access to certain materials should advise their children. The library and its staff are responsible for providing equal access to library materials and services for all library users.

### Borrower Policies

1. All games circulate for 7 days.
2. One new game may be checked out at a time. New games are not renewable.
3. Two older games may be checked out at a time. Older video games may be renewed twice.
4. Daily fines are \$1.00/day per game (maximum fine is \$10.00 per game).
5. Replacement cost for lost items are the cost of the game at current price for a new game. The library does not accept replacements.

### Game Collection Development

1. Games are purchased at the discretion of Library Staff.
2. Material requests are welcome and encouraged for current gaming systems only.
3. Donations are welcome and encourage for current gaming systems only.