

Mono County Library- Coleville Branch
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www.monocolibraries.org
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Public Library Information and Permissions

The Coleville Library is open to the public Tuesdays, Wednesdays and Thursdays from 12:30 to 5:30 PM and Saturdays from 8:30 AM to 1:30 PM.

Most students (K-8) visit the Public Library on a weekly basis with classroom teachers and are given the opportunity to check out materials at this time.

Parental permission is required for elementary/middle school students wishing to check out Young Adult (age 15 up) or adult books. Parental permission is required for High School students to check out adult books. Signed permission forms are kept on file in the Library.

Books circulate for two weeks and may be renewed if needed. Students can renew books when they come to the library with their class. They may also ask permission to come individually, call the library or use the Library website to renew books. If you call when the library is not open, please leave your name and a short message.

Late materials are subject to fines. Children, Juvenile and Young Adults books accrue fines at \$.10 per day. Adult books, Audio Books, and Magazines accrue fines at \$.25 per day. Videos accrue fines at \$1.00 per day.

Fines begin to accrue the day after the due date. The due date is stamped in the front of the book. Fines/Replacement Costs may be paid at the Library, cash or check only.

Books damaged beyond use (determined by library personnel) or lost must be paid for. Please contact the library for the cost of replacement.

All students (K-12th) must turn in over due library books, pay fines and pay for any lost library materials before checking out additional materials or participating in any extracurricular activities. At the end of school, eighth and twelfth grade students will not receive their diplomas until their Library obligations are met.

If you are moving out of the area, please contact the library or come in to determine if your child has returned all library books and paid all outstanding fines.

Computers and printers are available for public use during open hours. The Internet is filtered during school hours, until 3:00 pm. If your student comes to the library after these hours, please be aware that the Internet has limited filtering. Internet Rules & Guidelines are available on the Mono County Library's website. The cost to print is \$.10 per page.

If you have any questions, please call during open hours. You may also contact the Library Director, Ana Danielson, at adanielson@monocoe.org or 760-934-8670 ext 570.