

LIBRARIES SOUTHWEST
RECIPROCAL BORROWERS AGREEMENT

THIS AGREEMENT MADE AND ENTERED INTO by and between the Allen, Jeff Davis, Cameron, Calcasieu, Beauregard and Vernon Parish Libraries, represented by the librarians of said libraries, authorized to act herein pursuant to a Resolution of the Library Board of said libraries, copies of which are annexed hereto and made a part hereof, witnesseth:

I. In order to provide more library resources to the residents of said parishes, the Library Boards of said parishes agree to a reciprocal borrowers agreement whereby each parish will allow residents of the other parishes to borrow library materials on their valid Library Southwest card issued by their home parish library.

a. Borrowers with valid cards may borrow library materials from any and all service facilities of the other Libraries Southwest libraries including bookmobile services where available.

b. Each parish library, after notification, will not honor the borrower's Libraries Southwest card of a resident of another parish who has had his borrowing privileges revoked by his home library. Each parish library is responsible for notifying the other of those borrowers who have lost their borrowing privileges.

II. Any library materials available for circulation within the said parish libraries shall be available to be checked out by residents of the other parishes with a valid Libraries Southwest borrower's card.

III. Residents of said parishes may freely use the facilities and resources within the library branches of the parishes. However, some services, such as interlibrary loan service and use of meeting room facilities will be available only to residents of that parish.

IV. Library materials borrowed from another parish library should, whenever possible, be returned to the branch from which checked out.

a. The library branch to which materials are returned is responsible for mailing the materials to the library branch from which they were borrowed. The returned materials will be accompanied by a note stating the place and date returned.

b. Fines for materials overdue will be assessed and collected by the lending library. Payment for lost or damaged materials will also be assessed and collected by the lending library.

V. Overdue notices for materials borrowed by residents of the other parishes will be sent directly to the resident by the lending library. Notices returned and final notices of materials long overdue will be sent to the headquarters of the parish library issuing the card for further action. Each parish library will make a special effort to secure the return of materials borrowed by residents of that parish from the other parish's libraries.

VI. The parish library issuing the Libraries Southwest borrower's card is ultimately responsible for materials charged out on the card from the other parish's libraries. In accordance with the preferences of the lending library, the cost of the repair or replacement of materials lost or damaged will be met by the borrower's parish library. Reimbursement by the borrower is the responsibility of the borrower's parish library.

VII. The terms of this agreement shall be ongoing from the date of its execution. The terms of this agreement may be revised by mutual consent of the librarians of all parishes. Revisions become effective upon approval of all parish library boards.

VIII. This agreement is in no way to substitute for the development of adequate collections and library facilities based on the needs of the service areas. However, this agreement recognizes that no one library can be self-sufficient. Access to the entire resources of all parish libraries by residents of any Libraries Southwest parish, with due consideration to the interest of their own residents first, is in the public interest.

THIS AGREEMENT EXECUTED at Lake Charles, Louisiana, on this the _____ day of _____, _____.

Allen Parish Library
Karen Tiegen, Director

Beauregard Parish Library
Lilly Smith, Director

Cameron Parish Library
Gwen Reasoner, Director

Jefferson Davis Parish Library
Trudy Patterson, Director

Calcasieu Parish Library
Paige LeBeau, Director

Vernon Parish Library
Howard L. Coy, Jr., Director

WITNESSES: _____
