



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

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PROPOSED ORDINANCE AMENDMENT

LAW LIBRARY

BE IT ORDAINED, by the Cook County Board of Commissioners, that Chapter 50, LIBRARIES, Section 50-34 of the Cook County Code is hereby amended as follows:

Sec. 50-34. Borrowing rules for library.

Books and other materials may be borrowed from the Law Library for use within the County in accordance with the following rules:

(a) Borrower categories. Each borrower category is subject to its own eligibility requirements.

- (1) Attorney Borrower. Any member in good standing with the Illinois Bar who resides in or has an office in the County, files an application for a library card, and assumes financial responsibility for all items borrowed will be issued a library card valid for three years from date of issue. A copy of a current Attorney Registration & Disciplinary Commission (ARDC) card and current Illinois driver's license, Illinois state ID, or Cook County Sheriff Attorney ID card must be presented with completed application.
- (2) Attorney-Authorized Borrower. Any person employed by an existing Attorney Borrower will be issued an Attorney-Authorized Borrower library card valid for one year from date of issue. The Attorney Borrower must complete and sign an Attorney-Authorized Borrower application and assume financial responsibility for all items borrowed. The application must be accompanied by a copy of the Attorney's ARDC card. No Attorney Borrower may have more than two Attorney-Authorized Borrower library cards active at any time. Law librarians are included in this category.
- (3) Government Official Borrower. Any elected or appointed state, federal, county or municipal official who has an office in Cook County, and any subordinate of any of these officials who does work of a legal nature in the performance of the person's official duties, who files an application for a library card and assumes financial responsibility for all items borrowed will be issued a Government Official Borrower library card valid for one year from date of issue. A copy of a current photo ID issued by the government employer must be presented with completed application. No card will be issued under this section to any person who is eligible for an Attorney Borrower card.
- (4) Resident Borrower. An individual adult resident 18 years of age or older of Cook County, who files an application, assumes financial responsibility for all items borrowed, and deposits the cash amount set forth in Section 32-1 with the library will be issued a Resident Borrower library card valid for one year from date of issue. Resident Borrowers must present with the completed application one of the following showing a current Cook County address: current Illinois driver's license, Illinois state ID, or Matricula Consular as set forth in Sec. 2-4.

(b) Messengers. A messenger or messenger service authorized in writing by an Attorney or Government Official Borrower may take possession of the print books or materials on the Attorney or Government Official Borrower's financial responsibility.

(c) Loan period. The Law Library reserves the right to determine the circulation status and loan period of all books and materials. If the due date for print books or materials falls on a Saturday, Sunday or other days the library is closed, the due date shall the next day the library is open.

(d) Lending terms. Attorney, Attorney-Authorized, and Government Official Borrowers may have a maximum of five circulating print items checked out at any one time. Resident Borrowers may have a maximum of two circulating print items checked out at any one time. Reference books and materials are not renewable. Other circulating print books and materials may be renewed once.

(e) Fines and charges.

(1) Overdue items. It is the borrower's responsibility to check the due date and return all materials borrowed by the due date. Attorney, Attorney-Authorized, or Resident borrowers who do not return print reference books and materials by the due date are subject to an overdue fine of \$3.00 per day per item. Attorney, Attorney-Authorized, or Resident borrowers who do not return non-reference, print books and materials by the due date are subject to an overdue fine of \$2.00 per day per item. No fine shall exceed the replacement cost of the book or other material. Government Official Borrowers shall pay all charges except overdue fines.

(2) Lost items. If the overdue period exceeds 30 days, the print books or other materials shall be deemed lost and replacement steps initiated. All borrowers shall be charged the replacement cost of each book or material lost plus the processing fee as set forth in Sec. 32-1. If the book or material cannot be readily replaced, the borrower will be charged a non-replaceable lost book or material fee plus the processing fee, both as set forth in Sec. 32-1. A book or material substantially damaged or defaced shall be deemed lost, unless it may be suitably repaired, in which case a charge equal to the repair cost and the processing fee shall be made against the responsible borrower. Books and materials lost but later found remain property of the Cook County Law Library and must be returned, even if they have been replaced. No credit adjustments will be made for a lost item returned after a replacement has been ordered.

(3) Replacement cards. A law library card can be replaced for a fee as set forth in Sec. 32-1.

(4) USB drives. As a convenience, USB drives are available for purchase in the Law Library for \$10.00.

(f) Payment of fines and charges. As fines and charges become due, they shall be charged against the account of the borrower financially responsible. Payment of fines and charges does not transfer ownership of any library materials to the borrower.

(g) Suspension and terminations.

(1) Borrowing privileges cease when a borrower no longer qualifies under Subsection (a) of this section.

(2) Borrowing privileges will be suspended once a borrower reaches an outstanding fines or charges balance equal to \$30.00 or more. The borrower will be notified when the outstanding fine or charge reaches \$30.00. No additional borrowing privileges will be allowed until all fines or charges are paid in full. If a borrower's privileges are suspended, the person shall not qualify as another borrower type until revocation of the suspension. If an Attorney Borrower's privileges are suspended, the suspension also applies to all active Attorney-Authorized cards authorized under that Attorney Borrower. Failure to pay accrued fines and charges may result in the borrower's account being subject to collection action.

(h) Resident Borrower Deposits.

(1) All Resident Borrower deposits shall be placed in the County Law Library Receipts and Disbursement Fund.

No interest shall accrue to any Resident Borrower on any deposit.

- (2) Each Resident Borrower must maintain the account balance as set forth in Sec. 50-34(a)(4).
- (3) If a Resident Borrower does not pay outstanding fines or charges within 15 days following the date of a suspension, the total amount owed will be deducted from the Resident Borrower's deposit. If the outstanding amount is greater than the deposit, the entire deposit will be claimed and the Resident Borrower's account will be closed.
- (4) The deposit of a Resident Borrower will be returned upon written request of the Resident Borrower, less any outstanding fines or charges, provided all books and materials have been returned. Borrowing privileges will cease upon receipt of written request for refund of the deposit. Refund of the deposit will be issued in the form of a check. The deposit is non-transferable.
- (5) If a Resident Borrower deposit is not claimed within one year after the Resident Borrower card has expired, the deposit shall be disposed of in accordance with the provisions of the Uniform Disposition of Unclaimed Property Act (765 ILCS 1025/0.05 et seq.).

Effective date: This ordinance shall be in effect immediately upon adoption.