

Library Damage Policy

Mutilation of library property is defined as the willful or reckless destruction of property by damaging library items such as books, magazines or audiovisual items as well as damaging or defacing walls, furniture, digital equipment, windows, or flooring in any way.

The patron's name will be taken from his/her photo ID and a bill for the damage will be prepared within three (3) working days. Failure to pay this bill will result in the loss of library privileges. Unpaid bills may be turned over to collections.

- Patrons will be charged the replacement price for the destruction or misuse of a book and all other non-print library materials, plus the \$5.00 processing fee per damaged item.
- Quotes will be acquired in a timely manner from the appropriate tradesman by library staff. Bills to fix damage to library property will be given to the individual who caused the damage to library property.
- Individuals have 15 days from the time a bill is received to pay for damage to library property.
- A memo will be sent to the Library Board explaining the matter. This information will then be forwarded to the City of Big Rapids Director of Neighborhood Services.

The Library belongs to all of us. Treat your property with care.

Cost of Property Damage	Prior Offenses	Charge	Penalty
> \$20,000	2 or more	Felony	Up to 10 Years in Prison. Fines up to \$15,000 (or 3x Damage)
\$1000 > \$20,000	1 or more	Felony	Up to 5 Years in Prison. Fines up to \$10,000 (or 3x Damage)
\$200 > \$1000	any	Misdemeanor	Up to 1 Year in Jail. Fines up to \$2,000 (or 3x Damage)
under \$200	none	Misdemeanor	Up to 93 Days in Jail. Fines up to \$500 (or 3x Damage)

Ref: Michigan Penal Code [§750.377a](#)

750.391 Maliciously injuring or mutilating library books.

Sec. 391.

Maliciously injuring or mutilating library books—Any person who shall willfully, maliciously or wantonly tear, deface or mutilate or write upon, or by other means injure or mar any book, pamphlet, map, chart, painting, picture, photograph, periodical, newspaper, magazine, manuscript or exhibit or any part thereof belonging to or loaned to any public library, or to the library of any literary, scientific, historical or library society or association, whether incorporated or unincorporated, shall be guilty of a misdemeanor.

The Library Board of the Big Rapids Community Library reserves the right to amend any or all of the above regulations or restrictions without notice at any time.

Adopted June 4, 2015 by the Big Rapids Community Library Board.