

Interlibrary Loan Policies

Adopted by the Lakeland Library Cooperative Board 1998.

ILL 1 General

ILL 1.1 Definitions

1.1.1 Interlibrary loan.

Any item checked out at a Lakeland Library Cooperative library that is owned by another library.

ILL 1.2 Participation in Interlibrary Loan

All Lakeland Library Cooperative member libraries will participate in interlibrary lending and all member libraries are encouraged to participate fully in interlibrary loan by permitting the lending of all circulating materials. All member libraries are encouraged to make their books available to libraries outside Lakeland Library Cooperative.

Patrons are required to establish one location as their pickup location for holds placed for interlibrary loans, consistent with other Lakeland Library Cooperative policies and local policies.

Library employees working at a non-home library may designate the employer as their home library subject to the employer's policy.

ILL 2 Copyright

ILL 2.1 Copyright Compliance

Copyright law compliance (Subsection 108 (g)(2)) is the responsibility of the individual member libraries. In accordance with guidelines established by CONTU (National Commission on New Technological Uses of Copyrighted Works) member libraries will keep records of photocopies requested and will not normally request interlibrary loan in excess of five (5) articles from the same title within the same calendar year.

(Note: On June 28, 2010 the Lakeland Library Cooperative ended interlibrary lending of new books and audiovisual materials.)

PPS Review: 6/15/99	PPS Review: 6/20/02	PPS Review: 3/17/05	PPS Review: 10/17/09
First Reading: 7/8/99	First Reading: 7/11/02	First Reading: 4/14/05	First Reading: 10/8/09
Adoption: 8/12/99	Adoption: 8/8/02	Adoption: 5/12/05	Adoption: 11/12/09
PPS Review : 1/9/01	PPS Review : 6/19/03	PPS Review: 9/15/05	PPS Review: 2/18/10
First Reading: 2/8/01	First Reading: 7/10/03	First Reading: 10/13/05	First Reading: 3/11/10
Adoption: 3/8/01	Adopted: 8/14/03	Adoption: 11/10/05	Adoption: 4/8/10

PPS Review: 6/3/10
First Reading: 6/10/10
Home Lib S G: 6/24/10
Adoption: 7/8/10