

Lending Agreement between SCLS LINKcat and SCLS Non-LINKcat Libraries

Revised 1/1/2021

Agreement made this _____ day of _____, 2020 between the South Central Library System (hereinafter referred to as SCLS) and the Library Board of Trustees or other applicable governing body of _____ Public Library, Wisconsin (hereinafter referred to as the Library).

WHEREAS SCLS is organized, exists, and maintains a public library system pursuant to the provisions of Chapter 43, Wisconsin Statutes; and

WHEREAS the Library is organized under Sections 43.52, 43.53, or 43.57, Wis. Stats., is a member in good standing of SCLS and pledges to remain so for the life of this agreement and agrees to share resources in accordance with the requirements of said Chapter 43; and

WHEREAS the parties desire to share, in an agreeable fashion as set forth herein, with other SCLS member libraries, the benefits of shared resources, and

WHEREAS it is deemed that clarification is needed to align current SCLS Interlibrary Loan and LINKcat use policies with usage by SCLS Non-LINKcat libraries the parties hereto agree as follows:

1. Allow 1 patron card per non-LINKcat library and that its patron category will be ILL.
2. Limits on each ILL card will be a maximum of 200 holds and 250 items checked out at any one time.
3. ILL patrons will be blocked from checking out or placing holds if more than \$200 is due in lost charges.
4. ILL patrons will agree not to place holds on:
 - a. Items (including magazine issues) less than 6 months old that have active holds. The loaning library reserves the right to not fill holds on items less than 6 months old. Amazon.com will be the source of publication date for books and release date for DVDs.

5. ILL patrons are blocked from placing holds on:
 - a. LINKcat member equipment, including e-readers
 - b. LINKcat member computer software and computer games
6. The loan periods for ILL patron types will be:
 - a. 4 weeks for books and all other materials that LINKcat libraries circulate for 4 weeks
 - b. 2 weeks for new books, music CDs, magazines, and all other materials that LINKcat libraries circulate for 2 weeks
 - c. 2 weeks for DVDs and all other materials that LINKcat libraries circulate for 1 week.
7. ILL patrons will agree not to renew items more than 1 time in LINKcat.
8. ILL patrons will agree to provide an email address and to receive all notices at this address.
9. Each non-LINKcat library will provide reciprocal and equivalent borrowing privileges for their materials to the System Resource Library. This will include a patron card created for the Madison Public Library (MPL) Outer Library Loan office. MPL will search participating libraries' online catalogs and place holds for materials that fit the above guidelines and are needed to fill requests at any SCLS library. In cases where a library does not provide an online catalog for its patrons, it agrees to accept and respond to phone and email requests from MPL.
10. Non-LINKcat libraries will not provide a link to the LINK catalog on their websites
11. Violators of this policy may have their LINKcat borrowing privileges revoked in accordance with the [SCLS Member Cooperation Policy](#).
12. That this agreement becomes effective January 1, 2021.
13. Future policy changes will be approved and implemented by the SCLS governing committees and posted on the SCLS website.

SOUTH CENTRAL LIBRARY SYSTEM

System Director

Date

System Board President

Date

LIBRARY

Library Director

Date

Library Board President

Date