

The Goodland-Grant Township Public Library

Land of Goods

Collection Development and Lending Policy

OVERVIEW

The Land of Goods, aka Library of Things, is a collection of non-traditional library items offered to Goodland & Grant Township Public Library patrons with a goal of promoting learning, meeting community needs, igniting curiosity, and connecting our community.

COLLECTION DEVELOPMENT

Procurement of Materials

The Land of Goods has two main purposes: to meet the needs of the community and to provide diverse opportunities for learning and engagement. The Land of Goods is not intended to be comprehensive, and the library is limited by a finite amount of storage space for these items.

The library staff will select materials for the Land of Goods based on the needs and interests of library patrons. The library welcomes input from the community concerning the collection. Suggestions for new materials should be submitted to the Director. All suggestions for purchase are evaluated using the same selection criteria as for other materials and are not automatically added to the collection.

Due to limited storage space and staff time necessary to evaluate, test, and maintain each of the Goods, the library can accept only a limited number of donations. The library does not accept materials that are not outright gifts, and cannot guarantee the permanence of a gift in the collection. Materials donated to the library are received with the understanding that they are subject to the same selection, evaluation, and disposal criteria as material acquired for purchase. Donation suggestions should be submitted to the Director.

Evaluation of Collections

The library will use circulation data and community suggestions to guide future selections for the Land of Goods collection. Items that are not popular and do not circulate will be withdrawn from library collections according to the Collection Management Policy.

LENDING

Land of Goods items are held to the same standards as all other items listed in the Circulation Policy (separate document). This policy is meant to supplement, not supersede, the Circulation Policy. Please refer to it as well as the following information for circulation policies and procedures in regard to items in the Land of Goods collection.

Classifications

Land of Goods items are divided into three classifications: Land of Goods, Land of Goods Junior Collection, and Specialty Land of Goods. Standard items will be placed into the general Land of Goods, and borrowers must be 18 years or older to check out an item from the collection. The Land of Goods Junior Collection will contain items that can be borrowed by any patron, regardless of age. Any item with a value of \$150.00 or more will be placed into the Specialty Collection of the Land of Goods, and borrowers must be 18 years or older to check out an item. Only one item can be loaned to a borrower card at a time from the Specialty Collection.

Procedures

Prior to borrowing Goods, patrons must read and sign a Waiver and Indemnification Form. Staff will verify contact information for the borrower before each loan. Borrowers are responsible for inspecting the item before leaving the building to ensure that the Goods contain all necessary pieces and is in working order.

By taking possession of any Good, the patron is certifying that they are capable of using the item in a safe and proper manner. Library staff cannot and will not provide supervision or instruction for the use of the item. Only the patron is authorized to use the items they have borrowed. Borrowers will not permit the use of items checked out to them by any other person unless by the express permission of the library.

The borrower is responsible for providing library-approved solutions or consumable materials for Goods requiring consumable components. The library will not provide any consumable components required to use Goods. For example, borrowers are responsible for accept materials that are not outright gifts, and cannot guarantee the permanence of a gift in the collection. Materials donated to the library are received with the understanding that they are subject to the same selection, evaluation, and disposal criteria as material acquired for purchase. Donation suggestions should be submitted to the Director.

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All Goods are to be returned (or renewed, if applicable) to the library by close of business on their due date. Goods can only be returned during operating hours at the point of pick up (circulation desk or storage area) and may not be returned in the book drop. Items should always be returned to a staff member and never left unsupervised. The patron is responsible for the item until it is inspected and physically checked into the computer system by library staff.

Land of Goods items have a lending period of seven days. If there are no existing holds, an item can be renewed for an additional seven days for a total loan time of 2 weeks. All overdue and/or lost items will be held to the standards outlined in the Circulation Policy. Any person with \$10.00 or more in fines, or who has 3 or more items overdue, will not be allowed to borrow an item until the infractions are corrected.

All Goods are to be returned in the same (or better) condition as they were issued, barring normal wear and tear. All Goods must be returned clean. Borrowers must immediately stop use and are responsible for alerting staff when any borrowed Good becomes unsafe or in a state of

disrepair. Patrons will be charged for the loss of, damage to, or cleaning fees associated with items returned in a condition worse than that which they were loaned (excluding normal wear and tear). This restitution amount could equal the full replacement cost of the item. Library staff has sole discretion in assessing item conditions.

A list of replacement costs of Goods is maintained by the library and is available upon request.

The Goodland-Grant Township Public Library is not responsible for any injury, loss, or damage that may occur from use of a Good.

Delinquent Items

Items that are more than 30 days overdue are considered delinquent. A Delinquency Notice will be sent to the address attached to the borrower's account outlining three options to remedy the situation: return of item, purchase of item, or legal action. If no response is received within 10 days of the postmarked date, action will be taken at the Director's discretion. The Director's primary concern is to keep the Land of Goods available to the community and to be a good steward of the community's assets.

Library's Use of Goods

The library reserves the right to take a Good out of circulation temporarily to use for library purposes or for repair.

Policy approved: 10/2025