



# MARIN COUNTY FREE LIBRARY



June 18, 2019

Marin County Board of Supervisors  
3501 Civic Center Drive  
San Rafael, CA 94903

**Sara Jones**  
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[www.marinlibrary.org](http://www.marinlibrary.org)

**SUBJECT:** Elimination of late fines on borrowed materials to ensure that all members of our community have equitable access to library books and materials.

Dear Supervisors:

**RECOMMENDATION:** Approve the elimination of late fines to ensure that all members of our community have equitable access to library books and materials.

**SUMMARY:** To help ensure that all county residents can borrow books, the Marin County Free Library is requesting approval for the elimination of late fines on borrowed materials. Late fines can be a significant barrier to library access and drive economically vulnerable library users away from the resources that public libraries offer, particularly those library users who are low income or living on fixed incomes. Furthermore, growing research shows that fines do not incentivize users to return materials on time. Libraries that have eliminated late fines report that this customer-focused policy change has resulted in higher library use, increased customer satisfaction, and additional opportunities for positive interactions with the community.

Finally, the elimination of late fines is becoming a national trend toward more equitable access for all library users. In the Bay Area alone, the San Francisco Public Library, Contra Costa Public Library and San Mateo Public Library have eliminated late fines on borrowed materials. In Marin County, the elimination of late fines at MCFL is an extension of the department's focus on equity and a broadening of the 2017 policy change that the Board of Supervisors enacted to eliminate late fines for on children's materials. If approved, this policy is expected to increase the staff time available to dedicate to other library services as library staff are release their roles associated with enforcing and collecting late fines.

**FISCAL/STAFFING IMPACT:** This change will have no impact on the General Fund as all expenses for this change are fully funded by the Library Measure A Fund (2480). Library Measure A fund balance is sufficient to support the decreased revenues.

<b>REVIEWED BY:</b>	<input checked="" type="checkbox"/>	County Administrator	<input type="checkbox"/>	N/A
	<input type="checkbox"/>	Department of Finance	<input checked="" type="checkbox"/>	N/A
	<input type="checkbox"/>	County Counsel	<input checked="" type="checkbox"/>	N/A
	<input type="checkbox"/>	Human Resources	<input checked="" type="checkbox"/>	N/A

Thank you for your attention in this matter.

Respectfully submitted,



Sara Jones  
Director of County Library Services

SJ:elg

cc: Renee Brewer, Chief Deputy County Counsel  
Chantel Walker, Assistance Director of County Library Services  
Bonny White, Deputy Director of County Library Services  
Damon Hill, Marin County Free Library Services Manager  
Ana Rasquiza, Administrative Analyst I  
Ann Kaplan, Library Commission President  
Leslie Galiani, Administrative Services Manager