Membership

Ilsley Public Library and all its resources, programs, and services are open to the public. Membership, as used in this policy, means the privilege of checking out or borrowing materials from the library.

A. Free membership is available to persons in the following categories:

1. Residents of Middlebury
   This includes:
   • persons who live in East Middlebury
   • persons who rent their living quarters
   • Middlebury College students
   • Breadloaf School of English faculty and participants (all summer)

   This does not include:
   • persons who work or shop in Middlebury
   • persons who have a post office box in Middlebury or East Middlebury and reside elsewhere
   • Breadloaf Writers Conference participants (2 weeks in August)

2. Persons who own real estate in Middlebury
   This does not include: persons who rent commercial property and operate a business in Middlebury

3. Children through 12th grade and homeschoolers who live in the Addison Central Supervisory Union
   This includes: Bridport, Cornwall, Ripton, Salisbury, Shoreham, and Weybridge
   This does not include: students in Bristol and Vergennes

4. Children through 12th grade and CCV students who attend a school or educational program in the seven towns of the Addison Central Supervisory Union.

   This includes but not limited to: students at Bridge, Aurora, Gailor, St. Mary’s, Community College of Vermont, Patricia Hannaford Career Center, North Branch, and the Early Education (EE) program at Mary Hogan

5. Teachers in a Middlebury school (limited membership, restrictions apply – see Teacher Pack guidelines)

   This includes: all teachers whose principal, when asked in August, provides us with a list of eligible faculty and staff. Each identified person is given a “teacher pack” card good through the school year. The school is ultimately asked to
bear responsibility for all materials borrowed and not returned or which are damaged.

6. Staff and volunteers

A volunteer is someone who gives at least 5 hours a month on an on-going basis.

B. Membership may also be obtained by:

1. Paying an annual membership fee

Membership may be obtained by an individual or a household (more than one person in one household) by purchasing a membership at a fee determined by the Board of Trustees. Membership is available for six months or a year.

2. Non-residents who wish to borrow materials from the Collier Health Information Center.

This is a free membership for Addison County residents and is limited to borrowing materials from the Collier Health Information Center.

3. Teachers in a school outside of Middlebury (limited membership – see Teacher Pack guidelines)

An annual fee from the school enables 10 faculty members to use the library. Restrictions apply.

This includes: all teachers whose principal, when asked in August, agrees to pay the annual fee and provides us with a list of eligible faculty and staff. Each identified person is given a “teacher pack” card good through the school year. The school is ultimately asked to bear responsibility for all materials borrowed and not returned or which are damaged.

4. Friends’ assistance program

This program provides borrowing privileges to non-residents who cannot afford the library's non-resident fees and who do not qualify under any other category. It was begun by the Friends in 1997.
Criteria for the Friends’ assistance program:

a. Each non-resident applicant is told the cost of the fee for membership.

b. If the person indicates through words or behavior that the price is difficult for him/her, suggest the Friends’ Assistance program.

"We have a special program offered by our Friends organization. If you could pay as much of the $30 as you can, they will be happy to pay the rest. Would you like to do this?"

c. Each applicant will be asked to contribute as much as possible; a minimum of $1.00 encouraged. On the application form, indicate how much has been paid and how much the Friends will fund.

d. When the applicant's information is being entered into the computer, indicate the amount paid in the parentheses after the name as usual.

e. Give all applications which used this program to the operations manager. S/he will eventually forward to the Friends' treasurer for payment. The money received from the Friends will be used to purchase materials.

f. All cards will be for one year.

g. Non-resident applicants who feel that the $15 fee for six months is too much because they will be in town for less time are not offered this program.

h. The Friends may set an annual dollar limit for this program. In this case, the operations manager will tell us when we are nearing the limit for the year.

5. Vermont Adult Learning Membership program

The Vermont Adult Learning center has a certain amount of "scholarship" money awarded by the Friends which can be used for non-resident memberships of their students.

This program is similar to the Friends' membership program used in-house except that recipients are all students in a VAL program.
Criteria for the Vermont Adult Learning Membership program:

a. Vermont Adult Learning will be notified annually of the amount that is available to award.

b. VAL will determine how this is to be distributed. VAL may award full or partial scholarships within the limit of its funds.

c. VAL will complete a scholarship form with the student's name which the student brings to the library.

d. All cards are for one year.

e. Note on the application form "VAL scholarship" and after the information is entered into the computer, give the form to the operations manager who will track the amount awarded annually.

The library does not discriminate in its services on the basis of age, sex, race, handicap or personal viewpoints or beliefs.

Adopted by the Board of Trustees
Ilsley Public Library
February 9, 1999
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