

## **PAULINE HAASS PUBLIC LIBRARY**

### **POLICY: Theft of Library Property**

Adopted by Library Board: April 22, 2015

The Pauline Haass Public Library staff and Board of Trustees have an obligation to the taxpayers of the community to protect the resources of the library. Theft and mutilation of library materials are crimes under both state and local laws.

The Pauline Haass Public Library Board of Trustees will enforce rules and regulations pertaining to the removal or retention of library materials from library premises or to the mutilation of same. The definition of “library material” as stated in Wisconsin State Statute 943.61 (1)(c) shall apply.

Any person attempting to remove books or other materials from PHPL without checking them out shall be subject to penalties as provided in Village of Sussex Municipal Code Section 9.25 (1) through (3): Theft or Retaining Possession of Library Materials.

In accordance with Wisconsin State Statute 943.61 (4), a library employee who has probable cause to believe that a person has violated or is attempting to violate the rules governing removal of library materials from the premises may detain the person in a reasonable manner for a reasonable length of time to deliver the person to a law enforcement official or, if a minor, to a parent or guardian.

The same penalties as for theft shall apply in cases where library materials are not returned in a timely manner after having been checked out and in cases of mutilation of library materials.

Penalties are described in Section 9.25 (3) of the Village of Sussex Municipal Code.

Adopted by Library Board: July 11, 1996

Reviewed and revised: July 20, 2005

Reviewed: June 17, 2009

Reviewed and revised: April 22, 2015