

RULES OF THE LINWOOD

PUBLIC LIBRARY

1922.

1. THAT the Library shall be open every evening from 7 p.m to 9 p.m and on Monday, Wednesday and Saturday afternoons from 2.30 to 4 p.m. the Public Reading Room to be closed on Monday and Wednesday afternoons, subject to alteration from time to time by the Committee by notice posted up in the Library.
2. THAT each Member may have out of the Library one book only, and must return same in 14 days, but a member wishing to take out an extra book, may do so on payment of 3d per each extra book. That if a member takes out an extra book, he shall have the right to have an extra book for 14 days from such time, but as soon as all extra books taken out on such date be returned, such right shall cease.
3. THAT if a book be not returned at the due time (14 days), the member detaining same shall pay a fine of one penny per day over the due date. On application to the Librarian, a book may be renewed for a further seven days provided no application for the same book has been lodged by a Member in the meantime.
4. THAT if a book be written on or otherwise damaged, the member in whose hands the book was at the time may be required to pay the value of the book, or the work of which it forms a part, or to replace it, at the discretion of the Committee.
5. THAT until a member shall have paid all fines and moneys due on account of books detained, lost or damaged, he shall not be entitled to the use of the Library.
6. THAT no books or papers shall be taken out of the premises without having been first entered in the Register by the Librarian.
7. THAT the Library and Reading room shall be closed on Statutory Holidays, viz:- New Year's Day and the Holiday following, Good Friday, Easter Monday, King's Birthday, Labour Day, Show Day, Christmas Day, Boxing Day, and such days as the Committee may decide.
- 8/ THAT the Secretary and Treasurer shall be empowered to let the Library and Reading room when required.
9. THAT the Secretary draw Rota by which Committeemen take one night each week as Librarians.
10. THAT the Committee shall meet on the third Tuesday in each month, unless decided otherwise at any Meeting.
11. THAT any member of the Committee absenting himself from three consecutive meetings without leave of absence by the Committee shall be deemed to have vacated his seat on the Committee, and the Committee shall, at a subsequent meeting, fill the vacancy.
12. THAT at a meeting following the Annual Meeting, the Committee may appoint such sub-committee as are deemed advisable for the working of the Library.
13. THAT all books of an objectionable nature coming under the notice of any of the Committee, be handed to the Secretary who shall report them at the next monthly Meeting. The Committee may thereupon pass a resolution that any such books may be destroyed or disposed of.