Warren-Newport Public Library District

Lake County, Illinois

Board of Trustees

Policy 3021

Library of Things

Adopted: November 18, 2025
Reviewed/Revised:

ARTICLE 1. PURPOSE

The Library of Things collection is provided to expand access to non-traditional materials and resources for patrons of the Warren-Newport Public Library District (WNPLD). This collection offers unique items to support learning, creativity, and everyday needs within the community.

ARTICLE 2. OBJECTIVES

Most Library of Things items are loaned for a period of 21 days. Renewals are not permitted for items in this collection. Only Warren-Newport Public Library (WNPL) cardholders may reserve items from the Library of Things, and reservations are subject to item availability and standard hold procedures.

ARTICLE 3. BORROWER RESPONSIBILITIES

Patrons who borrow items from the Library of Things accept full financial responsibility for those materials. If an item becomes more than 30 days overdue, is damaged, lost, stolen, returned incomplete, or is not in working condition, the borrower will be required to pay the full replacement cost of the item.

- **Damage**: if an item is returned with any form of damage, the patron is liable for the cost necessary to repair or replace the damaged item.
- **Lost**: in cases where an item is lost, the patron must pay the full replacement cost.
- **Stolen**: If an item is stolen while checked out, the borrower is responsible for covering the cost to replace the item.
- **Returned Incomplete or Not Working**: If any components, accessories, manuals, or packaging are missing upon return, or if the item does not function properly, the patron must pay the replacement cost.

All items borrowed from the Library of Things must be returned directly to the Welcome Desk at WNPL. Items should be clean, complete, and in good working order, and must include all original parts, accessories, manuals, and packaging. WNPL staff will inspect each item upon return to confirm that these requirements are met. If a patron fails to pay the required replacement costs, their WNPLD card will be suspended until the matter is resolved.

ARTICLE 4. HOTSPOT USE POLICY

Mobile Hotspots borrowed from the Library of Things collection are restricted to use within the 48 contiguous United States of America (use of a hotspot in Alaska, Hawaii, and U.S. Territories is prohibited). Patrons who violate this restriction will incur a roaming fee of $500, which will be charged directly to their WNPL account. Any violation of this geographic restriction will result in the permanent loss of all hotspot borrowing privileges. When using WNPL hotspots, borrowers are required to adhere to Policy 3065 Technology Use by the Public set forth by WNPL. Additionally, if a hotspot is not returned by its due date, it will be remotely disabled and will no longer function.

ARTICLE 5. SAFETY AND USE

Section 5.01 Patron Responsibility for Safe Use

When borrowing an item from the Library of Things, patrons acknowledge that they understand how to use the item in a safe and proper manner. It is important to recognize that certain items may not be appropriate or safe for every patron. Parents or guardians are expected to oversee and monitor the use of Library of Things items by their children to ensure safety.

Section 5.02 Preparation and Resources Provided

Patrons should possess a basic understanding of any item prior to checking it out. Manuals are supplied for most Library of Things materials to assist with proper and safe usage. However, WNPL staff are not able to provide instruction or training in the use of Library of Things items.

Section 5.03 Reporting Technical Issues

Patrons are required to promptly notify WNPL if they experience any technical difficulties or problems while using an item from the Library of Things collection. Upon encountering such issues, borrowers must immediately return the affected item to WNPL. This ensures that WNPL staff can address the problem and maintain the integrity and safety of the Library of Things for all patrons.

ARTICLE 6. SPECIAL COLLECTION STATUS

The Library of Things is considered a special collection and operates outside the CCS billing schedule.

ARTICLE 7. FITNESS FOR USE AND RISK

WNPL does not guarantee or make any claims about the suitability, safety, or condition of any Library of Things item. Borrowers use all equipment at their own risk and are fully responsible for any consequences that may arise from its use. It is the borrower's responsibility to carefully read, understand, and comply with all instructions, warnings, and recommendations provided by the manufacturer for each item.

ARTICLE 8. TEMPORARY REMOVAL FROM CIRCULATION

WNPL reserves the right to temporarily remove Library of Things items from circulation for WNPL programs, repair, or maintenance.