

## In-District Patron Policy and Non-Resident Use

Because the library is primarily supported by property taxes paid by residents of its chartered service area - geographically equivalent to The Catskill Central School District - a selection of high-demand materials in the "New and Popular" collection may be reserved for borrowing and/or holding by district residents.

Similarly, at the discretion of the library director, priority may be given to district residents for services and programs for which sign-up or registration is required.

For purposes of this policy, a resident shall be defined as:

- A person who resides within The Catskill Central School District and who would be eligible to vote in school district elections if of age, and/or
- A person who pays property taxes in the school district and can produce a tax bill in his or her name.

The library director, in consultation with the library staff, shall be responsible for determining valid forms of proof of residence. Government-issued photo IDs such as drivers' licenses with a current address, or a photo ID in combination with a utility bill, lease, or rental agreement are examples of the types of proof that may be required. If a patron is unable to meet the legal name, residential address or photo identification requirements for reasons such as security, or physical reasons, an exception may be made on an individual basis by the Library Director, Senior Desk Clerk, Senior Librarian Staff and the Branch Manager.

Staff members and active regular volunteers residing outside the district will be extended full borrowing privileges; however, such privileges will not extend to other members of their households.

**Resolution: Adopted on May 18, 2022 by unanimous vote of the Board of Trustees of the Catskill Public Library.  
Resolution: Amended on February 15, 2023 by unanimous vote of the Board of Trustees of the Catskill Public Library.**