

IO No.: IO 4-97

Ordered: 9/17/15

Effective: 10/1/15

**MIAMI-DADE COUNTY
IMPLEMENTING ORDER**

FEE SCHEDULE FOR THE MIAMI-DADE PUBLIC LIBRARY SYSTEM

AUTHORITY:

The Miami-Dade County Home Rule Charter, including among others, Sections 1.01 and 2.02A.

SUPERSEDES:

This Implementing Order (IO) supersedes IO 4-97, ordered September 19, 2013, and effective October 1, 2013.


POLICY:

This Implementing Order establishes the fee schedule for the Miami-Dade Public Library System, including fines and fees for overdue Library materials, sets default replacement costs for Library materials, sets fees for library cards for patrons outside the Taxing District, and sets fees for the use of Library facilities and equipment, and sets fees for Library services.

FEE SCHEDULE:

Fines and fees shall be assessed and collected by the Miami-Dade Public Library System in accordance with the fee schedule attached hereto and made a part hereof.

This Implementing Order is hereby submitted to the Board of County Commissioners of Miami-Dade County, Florida.

Approved by the County Attorney as
To form and legal sufficiency 

MIAMI-DADE PUBLIC LIBRARY SYSTEM DEPARTMENT FEE SCHEDULE		
	FEE / FINE	MAXIMUM FEE / FINE
LATE RETURNS (PER DAY LATE FEE PER ITEM)		
Adult Material – Books, CD’s, cassettes, and audiobooks	\$0.20	\$8.00
Young Adults Materials - Books, CD’s, cassettes, and audiobooks	\$0.15	\$8.00
Children’s Materials - Books, CD’s, cassettes, and audiobooks	\$0.10	\$4.00
Videos/DVD’s & Video Games	\$1.00	\$8.00
Connections Mailing Bag & Program Kits	\$0.15	\$8.00
Braille Material	\$0.05	\$8.00
Laptop, MacBook, and Tablet (fully configured device) – 2 hour per session time limit	\$10.00	N/A
Laptop, MacBook, and Tablet Accessories – 2 hour per session time limit	\$10.00	N/A
Early Literacy Kit	\$0.15	\$8.00
Federal Document	\$1.00	\$8.00
16 mm Film	\$0.50	\$8.00
Playaway Audiobook Device	\$0.10	\$8.00
Jumpstart Kit	\$0.15	\$8.00
Periodicals – Circulating	\$0.10	\$8.00
Professional Collection	\$1.00	\$8.00
Musical Score	\$0.10	\$8.00
FEE CARDS		
Fee Cards (Miami-Dade County Residents outside taxing district – full library privileges) – Per Year	\$100.00	N/A
Guest Card (Miami-Dade County Residents outside taxing district and Non-Residents – computer use only) Valid for Three Months	\$5.00	N/A
PATRON SERVICES		
Replacement Library Card	\$1.00	N/A
Reserves – Fee per Item not picked up	\$1.00	N/A
Value-Added Events and Activities – Fee Per Person Per Session, based on program.	\$5 to \$20.00	\$20.00
Genealogy Research per Request (up to 10 pages)	\$5.00	N/A
Interlibrary Loan per Filled Request	\$5.00	N/A
Books By Mail	\$4.00	N/A
Passport Processing Service (per Passport application)	\$25.00	N/A

PATRON SERVICES (CONTINUED)	FEE/FINE	MAXIMUM FEE/FINE
Passport Processing –Expedited/Overnight Delivery (varies with carrier utilized)	Based on estimated cost from carrier utilized	N/A
Canvas Fundraising Bags	\$1.00	N/A
Patron Account Collection	\$10.00	N/A
Photocopies - Black and White (per page)	\$0.10	N/A
Photocopies – Color (per page)	\$0.25	N/A
Computer & Mobile Printing – Black and White (per page)	\$0.10	N/A
Computer & Mobile Printing – Color (per page)	\$0.25	N/A
MakerSpace Consumables (i.e., arts and crafts supplies, 3-D printer filaments, etc.)	Actual cost for material paid by MDPLS	N/A
RENTALS (up to 4 hours)		
DVD/Monitor	\$30.00	N/A
Presentation Equipment	\$15.00	N/A
Presentation Screen	\$15.00	N/A
MEETING ROOM FEES (up to 4 hours)¹		
Meeting Rooms (Large) / Auditorium	\$350.00	N/A
Meeting Rooms (Medium)	\$250.00	N/A
Meeting Rooms (Small)	\$150.00	N/A
Set-up and Clean-up Fee	\$75.00 to \$150.00	\$150.00
Film Projector	\$25.00	\$25.00
Microphone	\$10.00	\$10.00
Slide Projector	\$15.00	\$15.00
VCR/DVD/Monitor	\$20.00	\$20.00
Lectern	\$15.00	\$15.00

Types of Materials/Equipment – Per Item Replacement Cost	Default Replacement Cost²
Paperbacks/Periodicals/Librettos/Plays	\$7.00
Connections/Jumpstart Mailing Bags	\$8.00
Individual Audio Books CD's & Audio Cassettes	\$10.00
Phonograph Records/Albums	\$15.00
CD's/Children's Books/Children's DVD's/Children's VHS /Children's –American Sign Language Materials	\$20.00
DVD's/Multimedia Kits/Young Adult Books/Children's Language Instruction/Adult American Sign Language Materials	\$25.00
Adult Books/Scores/Youth Resource Materials/ Lifelong Learning Materials	\$30.00
Language Instruction Kits/Children's Reference Books	\$40.00
Children's Audio Books/Adult Oversize Books/Microfiche and Microcards/Young Adults Reference Books	\$50.00
Art Books/Adult Reference Books/Playaway Audiobook Devices	\$75.00
Adult Audio Books/Federal Documents/Microfilm/Interlibrary Loan Materials	\$100.00
Jumpstart Kits/Early Literacy Kits	\$100.00
16 mm Films/Rare Books/Connections Multimedia Kits/Materials in Main Vault	\$300.00
Permanent Art Collection	\$1,000.00
Fully configured Laptop, MacBook, or Tablet Per Item	Up to \$2,500.00
Laptop, MacBook, or Tablet Accessories Per Item	Up to \$104.00
Playaway Audio Device Battery Doors Per item	\$0.50
Playaway Audio Device Lanyard Per Item	\$1.00

¹ Non-profit organizations, within the library taxing district, may utilize library facilities once per year without being charged a fee

² Default replacement cost is only charged when the actual replacement cost of an item is absent from the item record in the database, and the Library's online system uses the default replacement cost of the material by material type. If the database lists the actual cost, the actual cost will be charged. Every Library item checked out is considered lost after 51 days from its due date.

Notwithstanding the foregoing fee schedules, organizations which are (1) qualified as non-profit organizations pursuant to Section 501(c)(3) or other Sections of the United States Internal Revenue Code or Florida law, and (2) a "community based organizations" defined as "any not-for profit group, organization, society, association or partnership whose primary purpose is to provide a community service to improve or enhance the well-being of the community of Miami-Dade County at large or to improve or enhance the well-being of certain individuals within this community with special needs may utilize library meeting space at the Main Library at 101 West Flagler Street and any one of the 5 regional libraries for up to four hours no more than once per month without charge, provided that (i) the meeting is open to the general public, (ii) is for the conduct of the organization's business and not for the purposes of a press conference or other media event, (iii) occurs during regular library operating hours, (iv) does not interfere with

normal operation of the library facility and programs, and (v) is not for political or sectarian religious purposes. Reservations for such use shall be made no more than (3) months in advance, shall be made on the Library Conference/Multi-Purpose Room Program Form, and shall be prioritized in order of time of receipt for such reservation (i.e. based on a first come first served basis), except that any reservation by the Miami-Dade County Department of Elections for the purpose of elections shall have priority over any other reservation.