

THEFT AND MUTILATION OF LIBRARY MATERIALS

When Library material is mutilated, damaged, or stolen, as defined within Utah law, it is the policy of the City of Saratoga Springs Public Library to pursue available legal remedies, either civil or criminal, as the circumstances warrant. The decision to pursue legal remedies is made in consultation with the City of Saratoga Springs Attorney. When legal action is taken under the theft and mutilation provisions of Utah law, the Library Board of Directors will be so notified and, if circumstances so warrant, will be asked by the Library Director to formally approve the action.

The Library Director is authorized to establish and the staff authorized to enforce procedures necessary to protect library property, including materials, from theft, damage and mutilation, and to document such activities when they occur. Such procedures will conform to the requirements of relevant laws; particularly those established in Utah Code Annotated 76-6-801 through 76-6-804 or such other provisions as may be adopted regarding library theft.

Adopted: 2/28/2011

Reviewed by Library Board: February 2011