

1 07 NCAC 02H .0305 is proposed for amendment as follows:

2

3 **07 NCAC 02H .0305 CIRCULATION**

4 (a) The Library shall provide materials and playback equipment to users in accordance with the Library of
5 Congress' NLS Network Library Manual hereby incorporated by reference, including subsequent amendments and
6 editions, and accessible to users free of charge at [https://statelibrary.ncdcr.gov/blind-print-disabled/apply-](https://statelibrary.ncdcr.gov/blind-print-disabled/apply-services/loan-policies-and-handbook#nls-administrative-procedures)
7 [services/loan-policies-and-handbook#nls-administrative-procedures](https://statelibrary.ncdcr.gov/blind-print-disabled/apply-services/loan-policies-and-handbook#nls-administrative-procedures).

8 (b) The following violations by any Library user ~~shall~~may result in the suspension of Library services:

9 (1) failure to return materials within the borrowing period. The borrowing period for materials are as
10 follows:

11 (A) six weeks for books;

12 (B) two weeks for magazines; and

13 (C) three weeks for DVD and VHS tapes;

14 (2) damage to equipment or materials;

15 (3) unauthorized use of materials or equipment, such as loaning materials or equipment to an
16 ineligible person or modification of items owned by the Library; or

17 (4) exhibiting verbal or physical behavior toward Library staff that is abusive, offensive, or
18 threatening, as determined by the Director of the Accessible Books and Library Services.

19 (c) The period of suspension shall not exceed six months as determined by the Director of the Accessible Books and
20 Library Services. In setting the period of suspension, the Director shall consider the violation, the extent of harm to
21 the Library's property, and any violations previously committed by the user. The Director shall send a letter of
22 suspension to the user via U.S. Mail. The letter shall specify the violation and the period of suspension. Upon
23 expiration of the suspension period, the user may contact the Library for resumption of services.

24

25 *History Note: Authority G.S. 125-2*