

At the Library Board of Trustee meeting on March 9, 2022, they unanimously voted in favor of raising the fine limit dollar amount from \$3 to the MVLC threshold, which at the time of vote was \$20.

At the Library Board of Trustee meeting on April 13, 2022, they unanimously voted in favor of the following alterations to remove key barriers to access; restrictions on vacation weeks, unused passes barring borrower privileges for 30 days, overdue fines.

Museum Pass Policy

Museum passes are available by reservation up to 21 days in advance. Passes may be booked online, by phone, or in person at the circulation desk. If you have provided the library with your e-mail address, you will receive a confirmation e-mail. In order to pick up a pass, you must present the same library card used to make the reservation and the confirmation if possible. If you need help booking a reservation, please call the circulation desk at 978-388-8148 ext.3. If passes have not been reserved by other patrons, same day walk-in reservations will be honored.

Passes are available to anyone who holds a valid MVLC card with fines or fees not exceeding the MVLC threshold. A family may reserve one pass per day.

A non-returnable pass may be picked up 3 days in advance. A returnable pass may be picked up the day before if available. All passes must be picked up by noon the day of use. Passes not picked up or cancelled by noon on the day of use will be considered a No-show and released to the public.

We recommend checking our hours of operation and calendar to ensure we are open when you would like to pick up a pass. If you would like more information regarding a particular museum, links for all museum passes are provided on our website.

If you need to cancel or change a reservation, please use the “my passes” link on the website or call the library for assistance. Cancellations within 48 hours of use can only be made by phone.

Returnable passes must be received by 10 AM following the day of use either to the circulation desk or to the book drop located just outside the library by the ramp. There is a \$25.00 fee for a lost pass. Library passes offer patrons either free or discounted admission. Without a reservation the library cannot guarantee that a specific pass will be available on a specific day. All reservations are on a first come, first serve basis.

The Amesbury Board of Trustees reserves the right to amend this policy and to rule on situations not specifically covered herein. The Board of Trustees and the Library Director shall review this policy from time to time as deemed necessary.