

The library sends an overdue notice approximately two weeks after an item becomes overdue; a second notice is sent about 4 weeks after the item becomes overdue. This second notice is a bill. Legal action can be taken when materials are long overdue. The following section of the Education New York State Education Law applies: *SECTION 265 DETENTION NEW YORK STATE EDUCATION LAW RULES OF THE BOARD OF REGENTS and REGULATIONS OF THE COMMISSIONER OF EDUCATION PERTAINING TO PUBLIC AND FREE ASSOCIATION LIBRARIES LIBRARY SYSTEMS, TRUSTEES AND LIBRARIANS* states that Whoever willfully detains any book, newspaper, magazine, pamphlet, manuscript or other property belonging to any public or incorporated library reading room, museum or other educational institution, for thirty days after notice in writing to return the same, given after the expiration of the time which by the rules of such institution, such article or other property may be kept, shall be punished by a fine of not less than one nor more than twenty-five dollars, or by imprisonment in jail not exceeding six months, and the said notice shall bear on its face a copy of this section.