

COVID-19 Laptop Lending Policy

The East Greenbush Community Library will provide laptops for off-premises checkout to East Greenbush and Schodack resident cardholders with accounts in good standing. Borrowers are subject to the library's Internet Use Policy when using a library laptop. This policy temporarily supersedes our existing laptop loan policy and will remain in effect while the library is unable to provide complete service due to library capacity restrictions in place due to CDC COVID-19 guidelines.

Laptops will be available on a first-come first-served basis and will be loaned for a maximum three (3) day period. Accordingly, a laptop will be remotely deactivated upon the loan period deadline. Once a laptop is checked out to a patron, it becomes the responsibility of that patron. Any changes in condition or content while in the patron's care will be the patron's responsibility. The patron is financially responsible for damage, loss, or theft. Fines will be assessed for damage, loss or reconfiguration of library laptops: \$5 daily, up to the cost of replacing the laptop.

Approved June 27, 2020