

**Agenda Item 6  
Library Card Current Options (Adults/Minors)  
and New Option Under Consideration**

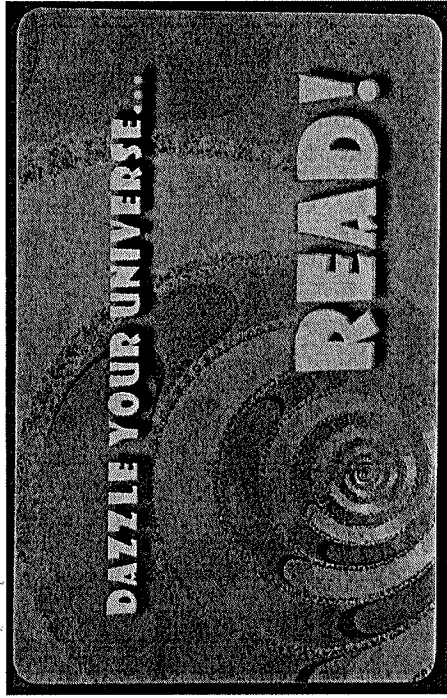
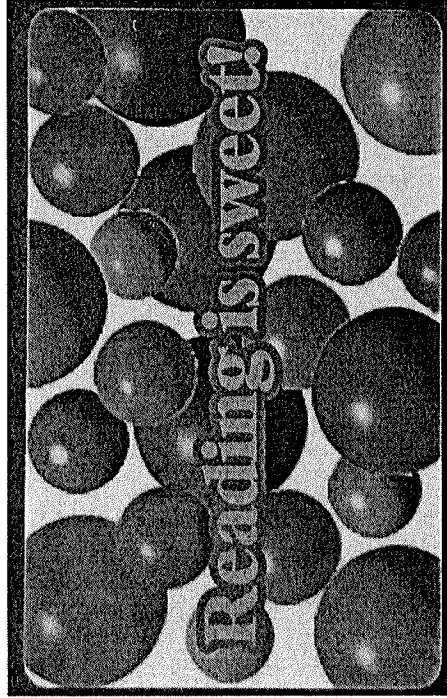
## Current Library Card Classifications - Adults

- **For Adults (Ages 18+)**
  - Adult Resident (Policy 200.03)
  - Adult Nonresident (Policy 200.05)
  - Limited Use Corpus Christi Resident (Policy 200.04)
    - When proper Identification is not available - limits checkout to one print item.
  - Adult Authorization forms allow minors or other adults to use the library card (Policy 200.22)
- **Other**
  - Institutional Borrower (200.06)
  - Residential Institutional Borrower (200.06.1)
  - Staff (200.07)

## Current Library Card Classifications - Youth

- Minor Resident (Policy 200.03.1)
- Minor Nonresident (Policy 200.05.1)
- Limited Use Corpus Christi Resident (Policy 200.01)
  - When proper Identification is not available - limits checkout to one print item.
- School Outreach and Class Tours (Policy 200.03.1)
  - Limited Use card coordinated through the school in Library Card drives or field trips to the library.

# Current Library Card Designs - Youth



## **Library Cards for Minors**

- **Parents/Guardians are not required to get a library card for their minor.**
- **Parents/Guardians can choose to be the only card holder in the family and control access.**
- **Parents/Guardians are usually present with their minor during library visits.**
- **Parents/Guardians are often the keeper of the library card.**

## Proposed Additional Library Card for Minors

- **Under Consideration: "Parent/Guardian Must Be Present" Card**
  - Parents or Legal Guardians will be required to be present at the circulation desk at time of checkout, must present photo ID, and must be the guarantor on file (no exceptions)
  - No self-checkout use
- **Implementation Requirements**
  - Koha (ILS) custom enhancement for circulation alert and to block self-checkout use
  - Estimated cost: \$5,000 - \$10,000, will require identifying funding source; possible FY 26 budget initiative
  - Timeline: estimated 6 months or longer once funds are secured
- Parents will still have the option to select a Resident, Nonresident, or Limited Use Youth card according to current policies (200.03.1, 200.05.1)

## **Proposed Library Card Clarification - Similarities**

### **Similarities between current Youth Library card and proposed**

#### **"Parent Must Be Present" card**

- For ages 0-17
- Require parent/guardian approval for application
- Can have one or two guarantors (the parent or guardian who is responsible for the use of the card and signs the application)
- Parent/Guardian is responsible for the minor's use of all material, including the internet
- Guarantor is responsible for any fines or fees accrued by the card
- Guarantor can set the messaging notifications to receive alerts when items are checked out or returned (email or text)
- Guarantor can access information about the account online or at the circulation desk.

# Proposed Library Card Clarification - Differences

## Differences between current Youth Library card and proposed Parent Must Be Present card

- **Current Cards For Minors**
    - Intended for parents/guardians who allow their minor child to select materials on their own. Material can still be reviewed at home after they are borrowed.
    - Parent/guardian not required to be present at the circulation desk when items are borrowed.
    - Minor may use their card if another adult brings them to the library (aunt, grandmother, their teacher while on a class trip, etc.).
    - Card can be used at the self-checkout stations to borrow material.
  - **Proposed "Parent must Be Present" Cards For Minors**
    - Intended to help parents/guardians who want to have closer supervision over the materials the minor borrows before they borrow it while still allowing the child to have the responsibility and experience of having their own library card.
    - A Guarantor is required to be present at the circulation desk and present their ID when minors are checking out material– no exceptions.
    - Card may not be used at the self-checkout stations to borrow material.
-