



## **Copyright and Copier Policy**

The Roeliff Jansen Community Library complies with federal copyright law (Title 17, U.S. Code). It is the intent of this law to protect the rights of copyright owners from unauthorized reproduction of their works. This includes works that have been fixed in any format, including print, audio, video, and computer file, whether or not they have been published.

However, the law also recognizes the public benefit of allowing citizens to do limited copying from copyrighted works for educational purposes. Under the precepts of fair use (section 107), library patrons may copy or print parts of copyrighted works for one-time, educational, nonprofit activities. Copying that would replace or infringe upon a commercial sale of a copyrighted work (such as copying a work in its entirety, copying something for repeated use, or making exceedingly numerous copies of the same item) is forbidden. In such cases, Library patrons should seek permission from the copyright owner before proceeding.

### **Use of copy machines, printers, and library materials**

The Library provides photocopy machines and networked printers for the convenience and lawful use of staff and patrons. While Library staff act in good faith by posting public notices and other practices to remind Library patrons about copyright law and its restrictions, they cannot be liable for the acts of individual patrons using Library materials or equipment.

The Library maintains a photocopy machine for use by staff. Upon request, staff will copy materials for Library patrons. Cost for copies is 20 cents per page for black and white copies, \$1 per page for color copies. In the course of their work, Library staff seek to adhere to the tenets of Title 17 and will not knowingly fulfill patron requests that constitute violations of copyright law.

**Adopted by the Board of Trustees, August 8, 2017**  
**Reviewed and Amended, October 19, 2021**