



Definition and Purpose of Mobile Hotspots

Mobile hotspots are portable and provide wireless Internet access, wherever access is needed (within T-Mobile network range). Patrons may connect smartphones, laptops, tablets, and other Wi-fi-enabled devices.

Other Applicable Policies

Mobile hotspots are offered as part of the Hopkinton Public Library's Library of Things (LoT) collection, and therefore the Library of Things Policy applies to these devices. Likewise, as Library-provided Internet devices, they also fall under the Hopkinton Public Library's Public Device and Internet Use Policy. Both policies can be accessed on the Library website at <https://www.hopkintonlibrary.org/policies.asp>. Library of Things Circulating Collection policy details are also included below.

Library of Things Circulating Collection Policy

Library of Things circulating items may be reviewed and placed on hold via the Hopkinton Public Library website, or via a public display in the Library. Patrons may also borrow items on a walk-in basis as long as there is no conflicting reservation. Items may be borrowed by patrons with a CWMARS library card in good standing. Some items may have age restrictions.

Pick up and check out will be available at the Hopkinton Public Library only, at designated locations. Due to the delicate and/or bulky nature of many of the items, they will not be sent through Interlibrary Loan. All circulating LoT items must be returned inside the Library and handed to a staff member to be checked for damage and to ensure that all parts are present.

The checkout period for LoT circulating items will be two weeks with no renewals. Checkout frequency is limited to three items at one time in order to give the greatest number of residents the opportunity to use the items. If checkouts per household exceed these amounts (or will exceed these amounts if there is an existing future reservation), HPL staff reserve the right to refuse additional checkouts.

Staff will confirm that all item components are present and in working order prior to checking items out to patrons, as well as upon return.

Instruction on how to use each item is not offered unless stated otherwise. Patrons are encouraged to leverage the LoT to create a learning experience for themselves and their families, and are welcome to refer to the instructions and guides that accompany each circulating item. Staff are available to help patrons find books or other resources that may aid them in their learning.

Borrower Responsibilities

Patrons wishing to borrow a mobile hotspot will be required to review and sign an agreement form that lists replacement costs of the entire item and/or its individual components. Patrons will be given a copy of this agreement form for their reference, and staff will maintain the signed copies.

Any damage to or loss of mobile hotspots or components is the responsibility of the borrower. Patrons will be billed according to the replacement costs outlined in the agreement form (if parts), or the total item cost as listed in the Library Catalog, depending on the nature of the item and the extent of the damage.

Lending Rules

- Mobile hotspots will be held for 2 days, after which the hold will be canceled and the item will either be made available to the next person in line, or returned to the shelf. Items picked up late will not receive an extension in the loan period, and must be returned on the due date.
- *Due to limited availability, only ONE mobile hotspot may be checked out per household.* If checkouts per household exceed these amounts (or will exceed these amounts if there is an existing future reservation), HPL staff reserve the right to refuse additional checkouts.
- The loan period is two weeks, with no renewal.
- If the mobile hotspot is not returned by its due date, service to the hotspot will be canceled. Hotspots not returned 28 days after their due date will be considered lost, and the borrower will be charged the total item cost outlined in the agreement form.
- Repeated no-shows may result in the loss of the right to make advance reservations for items. Patrons that are barred from making advance reservations for items may still borrow items on a walk-in, as-available basis.

Adopted by the Board of Library Trustees on April 24, 2023