#### Other Library Services

**Outreach Services**, such as Bookmobile and Homebound Services, are offered. Please call the Library or check our website for more information.

**Computers & Internet Access** are available on a first come, first served basis during regular Library hours. You may use a computer for up to three hours. After one hour, you may be asked to allow other waiting patrons access to the computer. Free WiFi is available on-site.

#### Reference & Genealogy

Reference Librarians are available to provide assistance with finding specific information and with genealogy research. The Library offers information about Kentucky and local history and authors. Back issues of the Danville Advocate-Messenger are available on microfilm and online through Newspapers.com. Copies may easily be made of any article.

**Meeting Rooms** are available for use with prior reservation. Please call ahead in advance of your meeting to reserve a room.

Interlibrary Loans - The Library works hard to provide a broad and useful selection of materials for its users. Some patrons, however, may have need for an item the Library does not own. Patrons with library cards in good standing may use the Library's interlibrary loan service (ILL) to borrow books that are not available locally.

**Programs and Events** are offered for all ages. Children's story hours, book discussions, one-on-one computer help, and other activities are scheduled. Please check the monthly calendar, which is available online. A paper version is offered in the Library.

**Notary** services are available at the Library free of charge. We recommend you call us in advance to confirm that a notary will be present. Check our website for notary guidelines.

**Copy, Print, Fax, and Scan** services are available to the public for a small fee.

**Friends of the Library** is a group that helps raise funds through book sales, supplies volunteers, and supports the Library in many ways. Please plan to join!

## Boyle County Public Library

307 W. Broadway Danville, KY 40422

www.BoylePubLib.org

(859) 238-READ (7323) • (859) 236-8466

Fax: (859) 236-7692



### **Library Hours**

Sunday	CLOSED
Monday	9:30 AM - 5:30 PM
Tuesday	9:30 AM - 8:00 PM
Wednesday	9:30 AM - 5:30 PM
Thursday	9:30 AM - 8:00 PM
Friday	9:30 AM - 5:30 PM
Saturday	10:00 AM - 5:00 PM

You have questions, we have answers!

We are your Public Library.

Connect & Explore at the Boyle County Public Library!





# Welcome to the

# Boyle County Public Library



#### Welcome!

We are happy to have you visit our beautiful library. The staff is here to help you in any way possible. Please let us be of service to you.

#### **Library Cards**

People who live, work, or study in Boyle County may obtain a library card. People who live in a county that is a member of our consortium may obtain a card. A photo ID and proof of current address is required to receive a new or replacement card. Replacement cards cost \$1.00. For your protection, report a lost or stolen card immediately. You are responsible for all items charged to your card. People who are visiting Boyle County for an extended stay and those without a permanent address may obtain a temporary library card that is valid for 30 days and is renewable. With a temporary card, patrons can check out three items the first day and have up to 10 items on their card.

**Minors** (under age 18) may receive a library card with parent or guardian signature.

You may borrow three *items* the first time your card is used if you have provided proof of address. If no proof of address is provided, your card will be mailed to you. Thereafter, the scheduled number of items (as shown on the loan schedule located to the right) may be charged to your card.

#### **Borrowing Materials**

Many types of materials are available at the Boyle County Public Library for you to borrow and enjoy. The table to the right summarizes important information for your reference.

You may manage your account online by going to our Library website located at BoylePubLib.org and following the directions there. (The default password is the last four digits of the phone number you listed on your registration card.) Call us if you need any assistance.

#### **Patron Responsibilities**

- Remember to bring your library card each time you visit the library.
- Notify the Library if your name, address, or phone number changes.
- Notify the Library if your card is lost or stolen.

#### **Loan Schedule**

No overdue fines are being charged by the Library.

If items are damaged or not returned, you will be charged for replacement.

	Books	Magazines CD Books & Playaways	Videos DVDs	Puzzles
Maximum on card at one time	35	10 each 10 (Any combination of CD Books & Playaways)	10	2
Loan period	4 weeks	4 weeks	14 days	4 weeks
Renewable?	Yes #	Yes #	Yes#	Yes #

# Items that are renewable will automatically renew.

Please note, items held for other patrons

will not be renewed.

#### **Patron Behavior Policy**

In order to provide an atmosphere that is comfortable, convenient, and conducive to the appropriate use of library services and facilities, the Board of Trustees of the Boyle County Public Library has adopted the following policy regarding behavior while on Library property.

#### The following actions are not permitted:

- Any act or conduct which violates Federal, State, or local laws, ordinances or regulations, or which violates Library policies.
- Engaging in conduct or conversation which threatens, disturbs, or provokes the disruption of normal library operations or a library patron's legitimate activities.
- Smoking, chewing tobacco, electronic and other alternative nicotine products, or any other usage of tobacco products in the building, Reading Garden, rotunda entryway, or outdoor fountain area.
- 4. Possession or consumption of alcohol or any illegal substances.
- Selling of services or items, unless approved by the Library, or soliciting for services, money, or items.
- 6. Posting or distributing printed materials that have not been approved by the Library.
- 7. Bringing into the building animals, other than those designated as service animals.
- 8. Not wearing in the building shoes or shirts, or wearing clothing that provokes disruption of normal library operations.
- 9. Sleeping or loitering.
- Extremely poor hygiene which disturbs or interferes with Library patrons' or staff use of Library facilities.
- Damaging, destroying, or stealing any Library property or the property of Library employees or Library visitors.
- 12. Adults using computers in the children's area or lingering in the children's area unless accompanying children.
- 13. Misuse of restrooms, water fountains, or outdoor fountains (including but not limited to bathing, shampooing, shaving, or laundering.)
- 14. Lack of supervision of a minor by a parent, legal guardian, or designated caregiver. Child safety guidelines are posted in the Children's Library. Final responsibility for the actions of a minor rests with the parent or legal guardian.
- 15. Eating food in the building except under specific Library-approved circumstances. Drinks brought into the building are permitted only in tightly-sealed containers. Under no circumstances are food and drink permitted in the computer areas. Criteria for food and drinks in the Meeting Rooms are set forth in the Meeting Room Policy.
- 16. Using electronic devices in any way that disturbs, disrupts, or hinders Library operations or any Library patron's legitimate activities. Usage of Library computers requires acceptance of and adherence to the Library's acceptable computer usage policy.

Failure to comply with the Library's patron behavior policy may result in exclusion from the Library for a period of a minimum of one day. Serious offenses, including theft, destruction of property, and physical violence or the threat of physical violence will result in the involvement of law enforcement and appropriate legal action.