

## **Sarah Hull Hallock Free Library Policy on Services to Patrons with Disabilities**

The Sarah Hull Hallock Free Library is a member of the Mid-Hudson Library System, and as such, acts as a resource sharing agency with other libraries of all types in New York State. Our library building, built in 1924, is currently not accessible to people in wheelchairs on the circulation floor. Access is provided to the community room on the lower level through the rear doorway. To fully accommodate wheelchair users wishing to use the Sarah Hull Hallock Free Library, the following services are offered:

**Telephone Consultation:** Reference, referral and reader's advisory services are offered of the telephone to all our patrons on a limited basis. Special effort to offer extended services is made too patrons who are unable to access the library building.

**Curbside Service:** Upon sufficient notification of the arrival time of a disabled patron, a staff member will meet that patron on the curb or at their car to exchange books, issue cards, or perform other usual library duties.

**Electronic Services:** The card catalog and other holdings of the Sarah Hull Hallock Free Library are available over the Internet. Patrons without internet service can call from home to reserve material or to request that it be borrowed for them from another library through Interlibrary Loan.

**Children's Programs:** Appropriate accommodation is made upon advance notice. The Library staff will work with community members to accommodate them to the best of their capabilities and within the policies and procedures of the Library. All are welcome to our programs. It is the responsibility of the parent or guardian of any particular child to help with their child's participation. Parents are required to stay with children under the age of 6 during any of our programs and are responsible for their participation and behavior.

**Alternative Service:** The Sarah Hull Hallock Free Library is one of two libraries in the town of Marlborough serving the public. Marlboro Free Library, located approximately four miles away, is a newer, larger facility that is fully accessible. Anyone holding a valid Mid-Hudson Library System card is entitled to the same services and level of service at any Mid-Hudson Library System member library. Non-circulating materials unique to Sarah Hull Hallock Free Library may be borrowed on interlibrary loan by any other accessible library for a wheelchair-bound patron for use in that library, upon reasonable notification.

Approved by the Sarah Hull Hallock Free Library Board of Trustees on August 27, 2008.

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Linda M. LaPolla, President