

GRAND VALLEY PUBLIC LIBRARY POLICY

HOURS OF OPERATION

The hours of operation will indicate the level of service the Grand Valley Public Library shall provide. These hours shall reflect community needs and shall be reviewed annually.

GRAND VALLEY PUBLIC LIBRARY POLICY

SERVICES OF THE LIBRARY

Date of Review: February 8, 2012

Motion # 6

Chairperson's Signature:

LIBRARY MATERIALS

The Library shall initiate programs, exhibits, book lists, etc. to stimulate the use of the library. The library shall endeavor to maintain a balance of services for the enlightenment of people of all ages.

OTHER SOURCES OF INFORMATION

The library accepts responsibility for securing information beyond its own resources by:

collecting information about and listing for referral, resources, agencies, institutions, organizations, and individuals in and beyond the community in the library and via our website.

borrowing for patrons, where feasible, materials which are not owned by the library and cannot be purchased or materials for which the demand does not justify the purchase.

COOPERATION WITH COMMUNITY AND OTHER INSTITUTIONS

The Library will cooperate with other community agencies and organizations to:

determine and meet the education needs of the community;

help them with their programs through such services as special bibliographies, materials, and exhibits.

The library will cooperate with school and other institutional libraries with a view to sharing resources and expertise, thereby providing the community with optimum library service.

The Library will lend to other libraries available materials which are requested for their patrons.

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SPECIAL SERVICES

Through the provision of a "shut-in" service the library shall serve those members of the community who for reasons of poor health or because of physical challenges are unable to visit the library building.

The Library shall serve those physically challenged members of the community who require special library materials through the provision of talking books, large print books, reading glasses and an accessible computer workstation. The accessible computer workstation is wheelchair accessible and includes a photo scan, JAWS professional, Dragon naturally speaking, Zoom Text large print keyboard, Zoom Text magnifier/reader, extra large monitor and Kurzweil learning software.

The Library shall serve those members of the community whose language is other than one of the two official languages of Canada through the provision, where possible, of the library materials in that language.

The Library shall serve new immigrants by providing materials such as English as a second language.

The Library shall maintain wheelchair accessibility inside and outside of the building.

PERIODIC REVIEW

Periodic reviews shall be made of library service to determine whether the needs of the community indicate that a present service should be discontinued or another service added.