

**RAYMOND A. WHITWER
TILDEN PUBLIC LIBRARY
Patron Information**

202 S. Center St / POB 457 • Tilden, NE 68781 • 402-368-5306
email: librarian@tildenlibrary.org • website: www.tildenlibrary.org

We welcome you to our library. It is here for the enrichment and convenience of the community. Please feel free to make use of our facility and take advantage of our services anytime during our hours:

Monday and Thursday:	10:00 am – 8:00 pm	Saturday:	10:00 am – 2:00 pm
Tuesday, Wednesday & Friday:	10:00 am – 6:00pm	Sunday:	CLOSED

PATRON PRIVILEGES AND RESPONSIBILITIES

When you apply for a library borrower's card, you are granted full library privileges and agree to two conditions: (1) all information you give on your application is correct and kept current; and (2) you accept full responsibility for all items borrowed on your card number and agree to pay all charges for late, damaged, or lost items. If you permit the use of your card number by another person, you are responsible for that use. Borrowers are registered without charge, usually as a household unless separate registrations for individuals are requested. As a borrower, you may have no more than 5 items (printed material & audio books), and/or 2 movies (DVD / video) checked out at any one time. Length of borrowing time is outlined below, and due dates will be stamped on each item. All items can be wait-listed.

Books (print & audio): These items are loaned for a two-week period and will be automatically be renewed for another period of two weeks, unless they have a waiting list. The fine for overdue books and audio books is .05 cents per day.

Magazines: Current and back issues of magazines may be borrowed and loaned for a one-week period and cannot be renewed. Earlier return is encouraged to allow maximum use of the magazines by others. The fine for overdue magazines is .05 cents per day.

DVD's and Videos: Movies will be loaned for a one-week period and cannot be renewed. The fine for overdue DVD's and Videos will be \$1.00 per day, with a maximum fine of \$15.00.

OVER DUE ITEMS AND FINES

Attempts will be made to remind and notify patrons of overdue materials. The continued failure to acknowledge or respond to these attempts may result in the loss of library privileges. Since mistakes can be made by both the library and the borrower, and it is in the best interest of the patron to discuss any discrepancies with library personnel. Considerations may be given to those who make an effort to discuss or resolve an overdue issue.

Fines will be levied from the final due date for borrowers who have failed to return a library item within the applicable borrowing period. Payment of fines or a resolution is expected before other items are allowed to be borrowed.

LOST OR DAMAGED ITEMS

Replacement costs will be imposed on borrowed items which have been lost or damaged. If preferred, the borrower may choose to replace the lost or damaged item themselves. Fines will be waived on any item replaced or when the replacement cost is collected.

Continued on back

SERVICES

The library offers the use of a public internet access computer lab, consisting of 10 computers and a printer. Outside the lab is an ADA computer equipped with enhanced software programs, a scanner and an adjustable desk to accommodate wheelchairs. (Please see the Internet Usage Policy for computer lab rules and guidelines).

There are 3 non-internet computers for children available in the children's section, installed with games and learning programs.

Public access Wi-Fi is available throughout the library and auditorium for use with laptops and other electronic devices.

Patrons also have use of the OPAC catalog computer to search for books and material.

Our genealogy section consists of back issues of the Tilden newspaper on microfiche, from , a microfiche scanner and a connected computer for printing out newspaper articles. Ancestry.com library edition is available to public on the internet access computers. Other Tilden historical information is also available in the library, and upon request.

For a small fee, the library has a fax machine, printers/copiers, scanner, small laminating machine, DVD/CD cleaner.

Faxes:	Outgoing - .25 (flat fee)	Incoming - .50 1 st page, .25 each additional page
Prints /Copies:	B&W - .25 ea	Color - .50 ea
Laminating:	Up to 8.5"x 11" paper size - \$1.00 ea	
DVD/CD cleaning:	\$2.00 per disk (will need to be dropped off)	

Outreach: It is our policy that books and materials be accessible to all patrons. Prior arrangements can be made for delivery and pickup of material to patrons of Westwood Homes, Prairie View Assisted Living Center, Tilden Community Hospital and area shut-ins.

EBOOKS

The Tilden Public Library is a member of a consortium through the Nebraska Library Commission and Nebraska Overdrive. With your library number, patrons are entitled to borrow and download books and audio books through this Nebraska Library ebook system at no charge. The link for ebooks can be found on our website, which will guide you through the account process. How-to guides for different e-readers are also available at the circulation desk.

USED BOOK SECTION

The library offers a used book section for anyone wishing to purchase a used book. Donated and discontinued library books help build the used book section, with proceeds going to the Tilden Library Foundation to help fund library related needs.

AUDITORIUM USAGE

The Lied Auditorium is available for private and public functions, parties, meetings, workshops, events, seminars and programs. For scheduling and fee information, please contact the library director.

The library also offers a variety of entertaining and informational library sponsored programs and events in the auditorium and library area, which are open to the public. These programs and events are advertised in the Tilden Citizen, flyers, in our newsletter, on our website and the library Facebook page.

We hope that you enjoy your membership with the Tilden Public Library and take advantage of everything we have to offer. Please feel free to contact us with any questions or concerns you might have. We are here for you, and to ensure that your experiences at the library are beneficial and enjoyable. Additional information through our library policy can be obtained on our website.

Thank you for becoming a patron of the Raymond A. Whitwer Tilden Public Library.