

# ASHLAND PUBLIC LIBRARY UPDATE: SEPTEMBER 10, 2020

The Ashland Public Library would like to thank you for your patience and understanding during this difficult time. We are happy to announce that the library is currently open under limited services. During this period library patrons are able to place holds, pickup holds, and return items. There are also five (5) computers available for use for a 30 minute session. Please view the categories below for more information.

Please notice that these changes are temporary and subject to change in accordance with state and federal guidelines to ensure the safety of both library patrons and staff.

## **New Limited Hours:**

Monday: 10am - 3pm

Tuesday - Friday: 11am - 6pm

Saturday: 10am - 3pm\*

Sunday: CLOSED

*\*Special hours for those vulnerable to illness Saturdays 10am - 11am*

**Effective 6pm July 23, 2020 Face Masks / Face Coverings will be required for all patrons upon entering the building. This comes after a mandate put in place by Governor Mike Dewine.**

## HOLDS

At this time the library is not allowing patrons to browse materials. You must place a hold on an item to obtain it.

To Place items on hold:

- Use the Online Catalog found [here](#) (click [here](#) for instructions)
- Email [publicservices@ashland.lib.oh.us](mailto:publicservices@ashland.lib.oh.us)
- Call 419-289-8188

## PICKUP

When a hold is available for pickup you will receive a courtesy phone call from a library staff member along with your usual notifications. Please allow one (1) business day for available holds to be processed. Please note that wait times for items may be longer as all materials will come from the Ashland Public Library Collection as we are not receiving shipments from other libraries at this time.

## RETURNS

Items can either be returned at the outside book drop or you may bring them inside the building to be placed in a designated area while the library is open.

## MEETING ROOMS

Meeting Rooms are currently unavailable for use. Please note that any previously scheduled meetings have been canceled in our calendar.

## PUBLIC COMPUTERS

The library has five (5) public computers available for use. They are available in 30 minute sessions with a maximum of two (2) consecutive sessions per day based on availability.

## LIBRARY PROGRAMS

All Library Programs have been canceled until further notice. If you are interested in online programs such as Storytimes or crafts please follow us on Facebook @AshlandPublicLibraryOH where we post content almost daily.

## UNAVAILABLE ITEMS

As previously stated in past releases, certain items are unavailable for checkout during this period.

- Toys
- Board Games
- Launchpads

## BOOKMOBILE & OUTREACH

Bookmobile and Outreach services have been temporarily suspended. If you need further information or have questions please email Bookmobile and Outreach at: [bkmoutreach@ashland.lib.oh.us](mailto:bkmoutreach@ashland.lib.oh.us)

## FRIENDS OF THE ASHLAND PUBLIC LIBRARY DONATIONS

During this time our Friends of the Ashland Public Library are not accepting material donations.

## GUIDELINES FOR VISITING THE LIBRARY

If you visit the library during this period we kindly ask you to:

- Stay at home if you feel unwell
- Practice safe Social Distancing upon entering the library
- Be courteous to other library patrons
- Wear a face mask/covering
- Follow all information given to you upon entering

*If you have any questions or concerns please call us at:  
419-289-8188*

