



Auburn Public Library | Tuesday March 17, 2020

Director's Message

Greetings!

We at the Auburn Public Library extend our hope that all of you are doing well and that the world weathers this pandemic challenge as safely and as quickly as possible. We encourage you to follow all recommended guidelines for frequent hand washing and sanitizing of surfaces, maintaining safe social distances, and staying at home whenever possible to help prevent further spread of the Coronavirus.

While we are not open to the public, please be assured the staff at the Auburn Public Library is hard at work, creating virtual children's programs, developing take-home packets that relate to the stories read, producing written guidelines for locating electronic materials, weeding our collections, and more.

This document is one of several I will be sending out to inform you of resource options as we develop them, as well as referencing others that were previously in place. We are also developing an FAQ for technology support, as well as a 'tech call center' via telephone to assist you with technology questions of a general nature, which will be staffed by our Tech Services Team.

If you have concerns or questions, please do not hesitate to call the Library at 508.832.7790 during our current hours of operation: 9:30 -5:00 M-F or email me at jcollins@town.auburn.ma.us. Please call the State hotline at **211** with questions about the Coronavirus.

Stay tuned for additional information!

Jean

Dr. Jean E. Collins | Director, Auburn Public Library

Children's Programs

Although we are not holding any in-house programs until at least April 11, 2020, and possibly longer, we are busy making arrangements for children's programs to be available virtually: filming library staff reading books; leading interactive activities; incorporating multi-media content related to the story theme; and putting together take-home craft packets!

Stay tuned for additional information about this resource. We are working hard and enthusiastically at offering alternatives to our children's services, which will be available soon via a customized website linked from our library home page.

Holds

While we are closed to the public we will not be processing Interlibrary loans (ILLs) - holds. Although the system will still allow you to place a hold, please recognize that few, if any, libraries will be supplying holds' requests. In addition, the delivery service is not operating, and libraries are not accepting bins anyway. Auburn is one of the 150+ libraries that are not supplying holds until we feel we can accommodate the requests safely, which cannot be determined at this time.

It is impossible to know how long this closure will continue, but we will keep you informed as to when the service will be up and running again. Please also recognize that while the system does not currently block holds, we will not be assisting patrons with placing holds until we are once again open to the public. Please also remember that the facility is closed to the public: Members of the public will not be allowed entry to the Library until we reopen.

Return of materials

Our book return box is closed until further notice. Please do not attempt to return materials by leaving them outside the door! Hold onto your materials, and return them once we are open to the public again. **Once we check items in, all late fees will be waived.**

Donations

Due to storage and other issues, we cannot accept donations of any kind until further notice. Please do not leave them beneath the (closed) book drop, or on the donations book case.

Thank you



Reading Materials

**Did you run out of time to stock up on reading materials? Here's how we can help!
Beginning Tuesday, March 17, 2020**

-  The donations book case will be placed outside, weather permitting, during our operating hours of 9:30 - 5:00 M-F.
-  The case will be stocked, and continuously re-stocked, as necessary, with books for all ages.
-  We are taking this opportunity to catch up on projects, including a long-overdue weeding project. Therefore, many of those removed from our collection will be available from the book case.
-  The honor system is in place for payment. However, if you are unable to make a financial donation, please don't let that stop you from choosing books! *Take them with our blessings!*
-  **Please do not return the books!!!** Feel free to pass them along, or donate them in a book donation bin, as can be found in most towns.
-  During this time of extra caution, we recommend you place the books aside for 2 days, or sanitize the front and back covers before handling the materials.

Suggested Contributions

<i>Paperbacks</i>50
<i>Hardcover</i>	1.00

Thank you for supporting the Friends of the Auburn Public Library.
Contributions help fund projects and materials for in-house programs.



We urge you to follow the guidance of all government and other agencies to remain at home, we suggest only stopping by for donations when you must venture out for other reasons.

Stay safe! ~ Library Staff