

SERVICES

- A. Materials, except reference works and rare and fragile items, will be loaned for home use under library procedures and regulations.**
- B. The library staff will guide and assist patrons to obtain the information they seek as recorded in print and other resources.**
- C. Upon request, the staff will endeavor to secure materials beyond its own collection from other libraries.**
- D. The Library operates on the basis that all suitable library materials will be exchanged freely among the libraries within Washington State. Reasonable fees may be charged to offset postage costs. The suitability of material for exchange is to be determined by the Director of the Library.**
- E. Periodic review will be made of library services to determine whether the needs of the community indicate that present services should be altered in any way.**
- F. Services to special groups or individuals may be limited if their demands become so excessive that the staff's ability to serve the general public is thereby jeopardized.**
- G. The Director of the Library is authorized to take collections of books to the North Beach Schools for student use and to check books out on an extended basis to teachers in the North Beach School district.**
- H. Services of the Ocean Shores Public Library include:**
 - Interlibrary loan, subject to the availability of material**
 - Limited use of computers to access the Internet and for word processing**
 - Use of the library meeting room**
 - Limited use of the library bulletin board**
 - Limited requests for photocopies****(Refer to the specific policy statements regarding the Internet, Meeting Room and Bulletin Board, etc.)**

I. The Library strives to provide disabled persons barrier-free access to materials, services, programs and activities of the library. Braille or taped materials may be requested on inter-library loan by the vision-impaired. The Library will make every effort to provide alternatives for services it cannot provide.

Approved 20 March 2003

Revised 15 March 2007

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